

Chairman Connie Hohn called the Tuesday September 5, 2023 meeting of the Hughes County Board of Commissioners to order at 5:30 PM. Members Tom Rounds, Randy Brown, Rob Fines and Bill Abernathy were present. County Manager Lori Jacobson, Director of Equalization/Planning Director/Building Official Eric Booth, Highway Superintendent Trent Arbach, Emergency Manager Cathy Strudle, Veterans Service Officer Janet Beck, and Sheriff Patrick Callahan 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 Abernathy and seconded by Rounds to approve the agenda with the addition of the Emergency Management Proclamation, Executive Session SDCL 1-25-2(1), Hughes County Courthouse Study, and the Jail Housing Contract. All voted Aye. Motion passed.

CONFLICT OF INTEREST: No conflicts declared.

MINUTES: Moved by Rounds and seconded by Brown to approve the minutes of the August 21, 2023 Commission meeting. All voted Aye. Motion passed.

CLAIMS: Moved by Rounds and seconded by Brown to approve the following verified claims. All voted Aye. Motion passed. ALVIN TYON 50.00 JUROR FEE GJ 8/22/2023, ALVIN TYON 50.00 JUROR FEE GJ 8/1/2023, AMANDA FEIST 52.04 JUROR FEE GJ 8/15/2023, AMANDA FEIST 52.04 JUROR FEE GJ 7/19/2023, AMERICAN MEDICAL RESPONSE 305.24 JAIL DOCTOR, ASHLEY STERK 52.04 JUROR FEE GJ 8/22/2023, ASHLEY STERK 52.04 JUROR FEE GJ 8/1/2023, ASHLEY STERK 52.04 JUROR FEE GJ 7/5/2023, AVERA ST MARYS HOSPITAL 7.41 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 249.88 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 150.93 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 62.00 JAIL DOCTOR, BAILEY REGYNSKI 50.00 JUROR FEE GJ 8/15/2023, BAILEY REGYNSKI 50.00 JUROR FEE GJ 7/19/2023, BALCO UNIFORM 1538.00 JAIL UNIFORMS, BALCO UNIFORM 981.00 JAIL UNIFORMS, BOB BARKER CO INC 1136.68 JAIL SUPPLIES, BUREAU OF ADMINISTRATION 23.54 RECORDS MANAGEMENT, BUREAU OF ADMINISTRATION 46.50 ACCESS FEES, BUREAU OF ADMINISTRATION 46.50 ACCESS FEE, BUTLER MACHINERY CO 940.61 HWY REPAIR/SUPPLIES, CAPITAL CITY 201.40 SHEIRFF VEHICLE REPAIR, CAPITAL ONE - WALMART 251.53 SHEIRFF WALMART CARD, CAROL HICKS 53.06 JUROR FEE GJ 8/22/2023, CAROL HICKS 53.06 JUROR FEE GJ 8/1/2023, CARSON MUSICK 60.20 JUROR FEE GJ 7/19/2023, CENTURY BUSINESS PRODUCTS INC 416.91 JAIL/SO OFFICE SUPPLIES, CENTURY BUSINESS PRODUCTS INC 60.00 HWY COPIER LEASE, CENTURY BUSINESS PRODUCTS INC 227.14 JAIL OFFICE SUPPLY, CENTURYLINK 128.18 SO TELEPHONE, CERTIFIED LABORATORIES 1428.80 HWY SUPPLY - RED GREASE, CLEARFLY 382.49 JAIL PHONE LINES, CLEARFLY 1099.34 PHONE BILLING, CLIA LABORATORY 180.00 JAIL MEDICAL CONTRACT SERVICES, COLE PAPERS INC 1597.68 JAIL SUPPLIES, COLE PAPERS INC 21.79 JAIL INMATE SUPPLIES, COLE PAPERS INC 1795.84 JAIL SUPPLIES, COLE PAPERS INC 17.98 JAIL CLEANING SUPPLIES, COLUMN SOFTWARE PBC 148.75 JULY 17 MEETING MIN, COLUMN SOFTWARE PBC 30.18 27A & 27B REZONE, COLUMN SOFTWARE PBC 44.38 STAMPE REZONE, COLUMN SOFTWARE PBC 26.21 JULY 24 SPECIAL MEETING MIN, COLUMN SOFTWARE PBC 15.96 PROVISIONAL BUDGET HEARING, COMM TECH INC 247.84 SUPPLIES, CONNECTING POINT 4225.00 AUD SUPPORT CONTRACT, CONNECTING POINT 2565.00 TREAS SUPPORT CONTRACT, CONNECTING POINT 280.00 ROD SUPPORT

CONTRACT, CONNECTING POINT 3825.00 EQUA SUPPORT CONTRACT, CONNECTING POINT 1390.00 SERVICE CONTRACT, CORRECTEK INC 925.00 JAIL SOFTWARE/MAINTENANCE, CORRINE FALLIS 20.00 WITNESS FEE, DAKOTA FOOD SERVICE 1040.37 JUV SERVICE FOOD, DAKOTA FOOD SERVICE 18663.04 JAIL FOOD, DARIAN SCHAEFER 52.04 JUROR FEE GJ 8/22/2023, DARIAN SCHAEFER 52.04 JUROR FEE GJ 8/1/2023, DARIAN SCHAEFER 52.04 JUROR FEE GJ 7/5/2023, DEPARTMENT OF TRANSPORTATION 543.99 33-410-112 CHAPELLE CREEK, DEPARTMENT OF TRANSPORTATION 1110.72 33-270-100 CANNING, DONS SINCLAIR 25.56 FUEL, DOOLEY ENTERPRISES 2655.24 SO EQUIPMENT, AT&T MOBILITYT 1537.91 CELL PHONES, FOX & YOUNGBERG PC 325.76 ALLEGED MENTAL ILLNESS, FT PIERRE CITY 849.06 EXPO CENTER UTILITIES, GALLS 363.89 SO UNIFORMS/JAIL SUPPLIES, GLENDA WOODBURN 51.02 JUROR FEE GJ 7/5/2023, GRAHAM TIRE 1847.75 SO REPAIRS/GAS/OIL, GROUP RESOURCES OF IOWA LLC 569.50 SEPT GROUP LIST, INGRAM PEST SERVICE 65.00 EXPO CENTER, INGRAM PEST SERVICE 286.00 JAIL REPAIR/MAINTENANCE, INLAND TRUCK PARTS 115.50 PARTS FOR 54D && 154D, JC OFFICE SUPPLIES 479.35 TREAS PRINTER DRUM/CRTDG, JC OFFICE SUPPLIES 116.52 SO SUPPLIES, JONATHAN FOLTS 53.06 JUROR FEE GJ 8/22/2023, JONATHAN FOLTS 53.06 JUROR FEE GJ 8/1/2023, JONATHAN FOLTS 53.06 JUROR FEE GJ 7/5/2023, KALLEO 1590.00 JAIL MEDICAL CONTRACT SERVICE, KARL'S 577.09 JAIL IMPROVEMENT, KARMIN STROHFUS 53.08 REIMBURSEMENT, MARK KATTERHAGEN 30.00 ALLEGED MENTAL ILLNESS, KENDRA WANT 52.04 JUROR FEE GJ 8/22/2023, KENDRA WANT 52.04 JUROR FEE GJ 8/1/2023, KENNEDY PIER KNOFF & LOFTUS 149.80 MENTAL ILLNESS, KIMBALL MIDWEST 68.00 SAFTEY EQUP, LANDYN FALLIS 20.00 WITNESS FEE, LYLE SIGNS INC 1236.48 SIGNS, MARK NELSON 53.06 JUROR FEE GJ 8/15/2023, MARK NELSON 53.06 JUROR FEE GJ 7/19/2023, MENARDS 55.98 JAIL OFFICE SUPPLIES, MENARDS 247.38 SUPPLIES, MICHAEL PIPER 51.02 JUROR FEE GJ 8/15/2023, MICHAEL PIPER 51.02 JUROR FEE GJ 7/19/2023, MIDWESTERN MECHANICAL IN 665.00 SPRINKLER SYST INSPECTION, MONTANA DAKOTA UTILITIES 64.98 EXPO CENTER UTILITIES, MORGAN OLANDER 51.02 JUROR FEE GJ 8/15/2023, MORGAN OLANDER 51.02 JUROR FEE GJ 7/19/2023, MYRANDA BRANDNER 51.02 JUROR FEE GJ 8/15/2023, MYRANDA BRANDNER 51.02 JUROR FEE GJ 7/19/2023, NAPA CENTRAL 5.30 SO GAS AND OIL, NATIONAL INSTITUTE FOR JAIL 679.32 JAIL TRAVEL/CONFERENCE, NICHOLE METZINGER 57.14 JUROR FEE GJ 8/22/2023, NICHOLE METZINGER 57.14 JUROR FEE GJ 8/1/2023, NICHOLE METZINGER 57.14 JUROR FEE 7/5/2023, NORTHWEST PIPE FITTINGS 14124.42 WATER HEATER, PATTI LARSON 68.36 JUROR FEE GJ 8/22/2023, PATTI LARSON 68.36 JUROR FEE GJ 8/1/2023, PATTI LARSON 68.36 JUROR FEE GJ 7/5/2023, PIERRE CITY 12587.13 UTILITIES, RONALD MCMAHON 53.06 JUROR FEE GJ 7/19/2023, RUNNINGS SUPPLY 116.70 SUPPLIES, RUNNINGS SUPPLY 109.71 SHOP SUPPLIES, SD ATTORNEY GENERAL'S OFFICE 201.00 24/7 FEES COLLECTED, SERVALL UNIFORM & LINEN CO 102.81 HWY RUGS, SERVALL UNIFORM & LINEN CO 165.64 COURT HOUSE RUGS, SHANES PHARMACY 168.57 JAIL MEDICATIONS, SHANES PHARMACY 300.28 JAIL MEDICATIONS, SHANNAN BLACK BIRD 51.02 JUROR FEE GJ 8/22/2023, SHANNAN BLACK BIRD 51.02 JUROR FEE GJ 8/1/2023, SHERYL HINDMAN 99.53 VEHICLE TAX OVERPAYMENT, TEAM LAB CHEMICAL CORP 1990.50 ROAD PATCH ALL ROADS, TIMOTHY CASS 52.04 JUROR FEE GJ 8/15/2023, TIMOTHY CASS 52.04 JUROR FEE GJ 7/19/2023, TITAN MACHINERY 2684.99 INSPECTION/REPAIRS, TOPKOTE INC 738526.63 CHIP SEAL, VAL LARSON 30.00 ALLEGED MENTAL ILLNESS, VETERANS INFO SERVICE 65.00 RESOURCE BOOK, W W TIRE 871.48 HWY EQUIP REPAIRS, MONA WEIGER 367.50 TRANSCRIPTS, WW GRAINGER

DC 59.47 ROCKER SWITCHES ALL TRUCKS, YANKTON CO SHERIFF 50.00 CIVIL PAPERS SERVED, YANKTON CO SHERIFF 50.00 CIVIL PAPERS SERVED

NEW BUSINESS:

PUBLIC HEARING: 2024 BUDGET: 5:30 PM – Time set for the purpose of considering the provisional budget. Nobody appeared to testify.

EMERGENCY MANAGEMENT PROCLAMTION RESOLUTION: Moved by Brown and seconded by Abernathy to approve Resolution No. 2023-14. All voted Aye. Motion passed.

RESOLUTION NO. 2023-14

WHEREAS, National Preparedness Month is an observance each September to honor first responders and raise awareness about the importance of preparing for disasters and emergency events; and

WHEREAS, there have been 363 confirmed weather and climate disasters since 1980 that individually cost at least \$1 billion in damages and collectively totaled \$2,593.8 billion; and

WHEREAS, disaster events pose an accurate risk to human life where they occur, with some communities facing substantially higher risk due to their geography but non being immune; and

WHEREAS, building local capacity for disaster mitigation will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, Hughes County adopts September as National Preparedness Month and

WHEREAS, the 2023 theme of National Preparedness Month is “Preparing Older Adults for Disasters”; and

WHEREAS, resilience to disasters and emergency events is built upon collective understanding and preparedness through community engagement;

NOW, THEREFORE, LET IT BE PROCLAIMED, THAT Hughes County declares September as National Preparedness Month in Hughes County to highlight the critical role of the county in overseeing emergency response and management on behalf of its residents: and Be It Further

PROCLAIMED, Hughes County encourages all citizens to provide for and assist with the goal of community preparedness and “Preparing Older Adults for Disasters” by taking steps including developing an emergency plan, building an emergency kit, communicating their emergency plan to all members of their household and/or workplace, and taking part in community discussions on shared vulnerability to emergencies.

PLANNING & ZONING:

WORK IN RIGHT-OF-WAY: Codger's Castaway Development represented by Vic Utech are requesting permission to bore a sewer and water line connection from a new development in Sully County under 196th St./Spring Creek Road at Landing Avenue intersection to connect to existing sewer and water lines within and under Landing Avenue. Neal Konda appeared for questions. Moved by Rounds and seconded by Brown to approve the request. All voted Aye. Motion passed.

FIRST READING: PLAT OF LOTS A7-1, A7-2, A7-3, & A8 MAHER SUBDIVISION A REPLAT OF LOT A7 & A PORTION OF THE SE1/4 SECTIONS 23 111-79: Tom Maher is proposing to plat 3 lots, A7-1, A7-2, and A7-3 out of Lot A7 in the Maher Subdivision and plat Lot A8, presently un-platted but a legally described parcel south of Lot A7. The intentions are to immediately sell Lot A7-3 to a Midwest US ag chemical distribution company with the location used as a local/regional distribution center. The proposed activity does fit the zoning in the area. Maher is requesting individual approach access for Lots A7-2 & A7-3 off of 293rd Ave. Lot A7-1 has existing access from Truck Stop Avenue. Lot A8 has approach access off of 293rd Ave. and 206th St. Tom P. Maher appeared for questions. Final consideration will be held September 18 at a joint County & City Commission meeting.

CONTRACTS:

SD OFFICE OF EMERGENCY MANAGEMENT: Moved by Brown and seconded by Abernathy to approve Hughes County's participation in the 2024 Local Emergency Management Performance Grant (LEMPG) with the State of South Dakota Emergency Management. All voted Aye. Motion passed.

JAIL MEDICAL CONTRACT: Moved by Brown and seconded by Rounds to approve the contract with Dr. Thomas Huber at a rate of \$150 per hour not to exceed \$60,000 for medical services for inmates at the Jail. All voted Aye. Motion passed.

JAIL HOUSING CONTRACT: Moved by Brown and seconded by Fines to approve the agreement with the Attorney General's Office to house incoming correctional officers at the Law Enforcement Training Facility at a rate of \$10 per day. All voted Aye. Motion passed.

HUGHES COUNTY COURTHOUSE STUDY: Moved by Brown and seconded by Fines to authorize Architecture Incorporated to perform an assessment of the Courthouse for remodeling the building to increase security in the amount of \$10,000. All voted Aye. Motion passed.

PERSONNEL: Moved by Brown and seconded by Abernathy to approve the resignation of Anne Rasmusen Correctional Officer at the Jail effective September 5, 2023 and authorize for the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the resignation of Patrick Doyle Correctional Officer at the Jail effective September 5, 2023 and authorize for advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the resignation of Curtis Haynes Correctional Officer at the Jail effective August 30, 2023 and authorize for the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the reclassification of Jared Hall Jail Building Maintenance Supervisor to Deputy Jail Administrator salaried at Pay Grade 19 Step 5 \$69,346.20 per year effective August 25, 2023 and authorize for the advertisement of the Jail Building Maintenance Supervisor position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the hire of Jeramy Williams Law Enforcement Administrative Assistant Pay Grade 14 Step 3 \$21.60 per hour effective September 5, 2023. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to approve the hire of Susan Fuller RN at the Jail Pay Grade 22 Step 5 42.00 per hour effective September 12, 2023. All voted Aye. Motion passed.

GROUP TERM LIFE INSURANCE: Brenda Bosh with Colonial Life appeared to go over the different policy options that they could offer for Hughes County employees.

BUDGET DISCUSSION: Moved by Brown and seconded by Rounds approve the following changes to the Sheriff's budget; reduce 101-211-421 Sheriff Insurance to \$33,700, reduce 101-211-422.10 Sheriff Prof Fees to 0.00, increase 101-211-422.20 Sheriff Dues to \$3,000, reduce 101-211-422.30 Sheriff Posse/Reserves to 0.00, reduce 101-211-422.40 Sheriff Training to \$7,550, reduce 101-211-425.10 Sheriffs Repairs & Labor to \$10,000, reduce Sheriff Radio Repair to \$1,500, reduce 101-211-425.30 Sheriff Software & Maintenance to \$5,000, reduce 101-211-425.40 Sheriff Bldg. Maint. Reserve to \$2,000, reduce 101-211-426.10 Sheriff Supplies to \$10,000, reduce 101-211-426.30 Sheriff Supplies (Tires) to \$3,000, reduce 101-211-427.10 Sheriff Travel/Conference to 0.00, reduce 101-211-427.20 Sheriff Prisoner Transport to \$20,000, reduce 101-211-428.10 Sheriff Utilities to \$17,500, reduce 101-211-428.20 Sheriff Telephone to \$12,500, reduce 101-211-428.60 Sheriff Computer Maint. to 0.00, reduce 101-211-429.10 Sheriff Uniforms to \$5,000, reduce 101-211-429.20 Sheriff Drug Investigation to 0.00, reduce 101-211-429.30 Sheriff Animal Control to \$2,000, reduce 101-211-434 Sheriff Equipment to \$60,000. All voted Aye Motion passed.

Moved by Brown and seconded by Rounds to approve the following changes to the Jail budget; increase 101-212-411 Jail Salaries to \$2,542,000, reduce 101-212-412 Jail OASI to \$150,000, reduce 101-212-415 Jail Group Insurance to \$310,000, increase 101-212-419 Jail Recruitment Travel Stipend to \$20,000, reduce 101-212-421 Jail Insurance to \$25,000, reduce 101-212-422.30 Jail Medical Contract Services to \$50,000, increase 101-212-422.40 Jail Doctor/Dentist/Hospital to \$35,000, reduce 101-212-425.10 Jail Repair & Maintenance to \$75,000, increase 101-212-425.30 Jail Software Maintenance to \$25,000, reduce 101-212-426.60 Jail Cleaning Supplies to \$22,000, increase 101-212-426.80 Jail Office Supplies to \$53,000, reduce 101-212-428.10 Jail Utilities to \$90,000, increase 101-212-428.20 Jail Telephone to \$5,500, increase 101-212-428.30 Jail Natural Gas to \$31,000, increase 101-212-433 Jail Improvements to \$32,000, increase 101-212-434.10 Jail Office Equipment to \$3,500, increase 101-212-434.50 Jail Trustees Labor to \$90,000, increase 101-212-434.60 Jail Recruitment/Lodging to \$6,000. All voted Aye. Motion passed.

Moved by Brown and seconded by Rounds to approve increasing 226-222-435.10 EMS Hughes CO Grant Expenses to \$150,000 & an increase to 226-0-331.25 EMS Point of Distribution Grant 93.069 to 3,000. All voted Aye. Motion passed.

The following salaries and benefits were paid by department in the month of August 2023:

Commissioners-\$23,004.42, Auditor-\$18,357.72, Treasurer-\$22,857.31, States Attorney-\$33,022.12, Govt Buildings-\$11,582.52, Equalization-\$5,732.15, Register of Deeds- \$11,393.02 Veterans Service-\$8,778.53, Sheriff- \$60,549.31, Jail-\$219,820.59, Coroner-\$269.13, Juvenile Services-\$63,784.50, Planning & Zoning-\$13,248.69, Road & Bridge-\$68,588.24, Emergency Management-\$6,757.16. Total payroll \$567,745.41.

Auditor's Account with the Treasurer August 31, 2023: Cash on hand-\$1,866.55, Checks in the Treasurer's possession less than three days-\$39,284.27, Cash Items-\$35.17, Demand deposits: American State Bank-\$10,411,528.42, First Dakota National Bank- \$700,000.00, Bad Checks Outstanding-\$1,473.39, Investments-\$1,575,000.00. Total Cash Assets-\$12,729,187.80.

Register of Deeds Fees Collected in August 2023: Recording Fees-\$5,450.00, Transfer Fees-\$9,609.00, Copy Fees-\$1109.00, Credit Card Fees-\$35.00, and Vitals-\$2,930.00. Total \$19,133.00.

PUBLIC COMMENT: Gerald Walzel spoke with the Commission about how he would like to see the County provide some funding to the Rawlins Public Library during the 2024 budget cycle.

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

The Chairman declared the board to be out of executive session.

Moved by Brown and seconded by Fines to adjourn the meeting until **Monday at 5:30 PM on September 18, 2023.** All voted Aye. Motion passed.

ATTEST:

Connie Hohn, Chairman
Hughes County Commission

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