

**COMMISSIONER PROCEEDINGS
HUGHES COUNTY, SOUTH DAKOTA**

JUNE 6, 2024

Chairman Tom Rounds called the Thursday June 6, 2024 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Randy Brown, Bill Abernathy and Rob Fines present. Connie Hohn was unavailable. Sheriff Patrick Callahan, Highway Superintendent Trent Arbach, States Attorney Casey Diebert, and Jail Administrator Gerald Wasko were also present. The meeting began with a prayer by Paster Craig Wexler and the Pledge of Allegiance.

CONFLICT OF INTEREST: No conflicts declared.

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

MINUTES: Moved by Brown and seconded by Abernathy to approve the minutes of the May 20, 2024 Commission meeting. All voted Aye. Motion passed.

CLAIMS: Moved by Brown and seconded by Abernathy to approve the following claims. All voted Aye. Motion passed. SOFTWARE MAINTENANCE, ARAMARK CHICAGO LOCKBOX 22454.64 JAIL FOOD, AT&T MOBILITY 1726.11 CELL PHONES, AVERA MEDICAL ASSOC CLINIC 12.66 JAIL DOCTOR, AVERA MEDICAL ASSOC CLINIC 57.08 JAIL DOCTOR, AVERA ST LUKES 1125.60 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 440.02 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 197.32 JAIL DOCTOR, BALCO UNIFORM CO 79.00 SO CLOTHING, BILL SCHAEFER 15.00 ALLEGED MENTAL ILLNESS, BOA PROPERTY MANAGEMENT 45.06 JAIL OFFICE SUPPLIES, BUREAU OF ADMINISTRATION 205.00 APRIL 2024 TRAINING, BUREAU OF ADMINISTRATION 149.76 SO SUPPLIES- POSTAGE, CAPITAL ONE - WALMART 72.30 SUPPLIES, CAPITAL ONE - WALMART 145.76 JAIL SUPPLIES/REPAIRS/MAINT., CAROL CRAIN 252.00 2024 PRIMARY ELECTION WORKER, CDW GOVERNMENT INC 27.22 ROD SUPPLIES, CEC JOHNSON 324.00 2024 PRIMARY ELECTION WORKER, CENTRALSQUARE TECHNOLOGIES 3911.51 JAIL SOFTWARE MAINTENANCE, CENTURY BUSINESS PRODUCTS INC 220.94 COPIER LEASE, CENTURYLINK 64.49 STATION 4 PHONE, CENTURYLINK 70.61 EXPO PHONE, CENTURYLINK 285.24 JAIL TELEPHONE, CHARM-TEX 367.20 JAIL INMATE SUPPLIES, CLEARFLY 383.35 JAIL PHONE, CLEARFLY 1101.95 PHONES, COLE PAPERS INC 2103.51 SUPPLIES, COLE PAPERS INC 2783.30 SUPPLIES, CONSOLIDATED ELECTRICAL DIST 520.00 SERVICE ON GENERATOR, CORRECTEC INC 925.00 JAIL SOFTWARE MAINTENANCE, DELORES IRVINE 252.00 2024 PRIMARY ELECTION WORKER, DIANN KLEINSAUSSER 252.00 2024 PRIMARY ELECTION WORKER, DONS SINCLAIR 26971.26 FUEL PIERRE SHOP, DONS SINCLAIR 21.16 FUEL, DOUG DECKER 252.00 2024 PRIMARY ELECTION WORKER, ELTON BLEMASTER 252.00 2024 PRIMARY ELECTION WORKER, FISCHER ROUNDS & ASSOCIATES 80.00 JAIL OFFICE SUPPLIES, FOX & YOUNGBERG PC 162.14 ALLEGED MENTAL ILLNESS, FT PIERRE CITY 687.59 EXPO CENTER UTILITIES, GRAHAM TIRE 1735.87 TRACTOR TIRE REPAIR, GRAHAM TIRE 99.00 SO GAS/OIL/REPAIR/LABOR, GROUP RESOURCES OF IOWA LLC 902.00 JUNE LIST BILL, HOGENS HARDWARE HANK 72.95 TAX DEED HOUSE LOCKS, HUGHES COUNTY 114.10 ADVANCE TAX ESCROW, HUGHES COUNTY 114.10 ADVANCE TAX ESCROW, IMPERIAL SUPPLIES LLC 104.00 SUPPLIES FOR SHOP, INGRAM PEST SERVICE 105.00 JAIL REPAIR & MAINTENANCE, JANIC KRULL 306.00 2024 PRIMARY ELECTION WORKER, JC OFFICE SUPPLIES 174.71 SUPPLIES, JERRE WILLIS 261.00 2024 PRIMARY ELECTION WORKER, KATE VANDEL 252.00 2024 PRIMARY ELECTION WORKER, MARK KATTERHAGEN 60.00 ALLEGED MENTAL ILLNESS, KNOWINK 3000.00 PRIMARY

ELECTION SUPPORT 2024, LACEY BOXLEY 119.72 TRAVEL REIMBURSEMENT, LACROIXLAW 262.88 COURT APPOINTED ATTORNEY, LEONARD CHICK 252.00 2024 PRIMARY ELECTION WORKER, LUCILLE M LEWNO 404.42 ALLEGED MENTAL ILLNESS, LIGHT AND SIREN 212.07 LIGHT FOR TRACTOR, LINDA CLAIR 252.00 2024 PRIMARY ELECTION WORKER, LINDA K WALEN COURT REPORTER 315.38 TRANSCRIPTS, MARCY FIFIELD 243.00 2024 PRIMARY ELECTION WORKER, MARY SCOTT 18.00 2024 PRIMARY ELECTION WORKER, MCKESSON MEDICAL-SURGICAL 830.15 JAIL MEDICATIONS, MENARDS 43.66 SUPPLIES, MENARDS 19.99 SUPPLIES, MENARDS 53.10 SUPPLIES, MIDCO 315.78 INTERNET, MIDWEST TIRE & MUFFLER INC 13.52 JAIL VEHICLE REPAIR, MIDWEST TIRE & MUFFLER INC 55.41 SO GAS & OILS, MIKE ROMAN 120.50 REIMBURSEMENT, MONTANA DAKOTA UTILITIES 164.64 HWY SHOPS NATURAL GAS, MONTANA DAKOTA UTILITIES 155.67 EXPO CENTER NATURAL GAS, MONTANA DAKOTA UTILITIES 827.65 JAIL NATURAL GAS, MOTOROLA SOLUTIONS 395.55 SO EQUIPMENT, MOTOROLA SOLUTIONS 86976.00 GTR80000 REPEATER, NORINE RIIS 45.00 2024 PRIMARY ELECTION WORKER, NUTRIEN AG SOLUTIONS 4505.00 W/P CHEMICAL, JESSICA PAULSEN 151.90 TRANSCRIPTS, PHEASANTLAND INDUSTRIES 156.19 SAFETY CLOTHING, PIERRE CITY 1859.48 COURT HOUSE/GROUND UTILITIES, PIERRE CITY 6348.82 JAIL UTILITIES, PIERRE CITY 4529.00 2024 TRI COUNTY RESCUE SERV, PIERRE CITY 360.00 MEDICAL DIRECTOR, RIVER CITIES TRANSIT 1666.67 JUNE 2024 ALLOTMENT, ROBINS WATER CONDITIONING INC 10.00 JSC FOOD, RUNNINGS SUPPLY 62.84 JAIL REPAIRS/MAINTENANCE, RUNNINGS SUPPLY 29.82 TAX DEED HOUSE LOCKS, RUNNINGS SUPPLY 169.25 SUPPLIES, SCOTT GRANVILLE 261.00 2024 PRIMARY ELECTION WORKER, SERVALL UNIFORM & LINEN CO 462.69 RUGS, SHANE KRAMME 300.00 EXOP CENTER OVERSIGHT, SHANES PHARMACY 746.48 JAIL MEDICATIONS, SHARON METZINGER 252.00 2024 PRIMARY ELECTION WORKER, SHARON WINCKLER 297.00 2024 PRIMARY ELECTION WORKER, SUE BOURK 45.00 2024 PRIMARY ELECTION WORKER, TITAN MACHINERY 56.75 FUEL FILTER, TODDS ELECTRIC 145.35 JAIL REPAIRS & MAINTENANCE, TYLER TECHNOLOGIES 449.00 VETRASPEC, VAL LARSON 45.00 ALLEGED MENTAL ILLNESS, W W TIRE 305.24 SUPPLIES, MONA WEIGER 2229.50 TRANSCRIPTS, WESTERN COMMUNICATIONS INC 7068.00 REPEATER INSTALLATION, WILLIAM GINGRICH 3.00 ESCROW OVERPAY, YANKTON CO SHERIFF 100.00 SERVED CIVIL PAPERS.

OLD BUSINESS:

NEW BUSINESS:

PLANNING & ZONING:

FIRST READING: PLAT AND REZONE TO AG-B2 COWAN TRACT 2 IN SE ¼ SECTION 18 112-80: Paul & Loretta Cowan Family Land Limited Partnership are requesting to plat Cowan Tract 2, a subdivision of the S1/2 SE1/4 of Section 18 112-80 and rezone to Ag-B2. Paul and Loretta are proposing that Cowan Tract 2 be a residential lot with approximately 10 acres for their granddaughter and her husband to build a home. Paul Cowan appeared for questions. A public hearing for final consideration of this project has been set for 5:30 PM on June 17, 2024 at the Hughes County Commission meeting at the Courthouse.

FIRST READING: PLAT AND REZONE TO AG-B2 LOVELL TRACT 2 IN SE ¼ SECTION 13

112-80: Michelle Metzinger is proposing a plat of Lovell Tract 2 a subdivision of the SE 1/4 SE 1/4 of Section 13 112-80 and rezone to Ag-B2. Lovell Tract 2 is a proposed residential lot that will be approximately 10 acres. The house on the proposed parcel was home to Michelle Metzinger's grandparents and is currently unoccupied. Lovell Tract 2 would create a 10-acre parcel that includes the home and outbuildings. This plat would allow the home to be sold and occupied while allowing Metzinger to retain ownership in the remaining 150 acres of the SE quarter. Nobody appeared to testify. A public hearing for final consideration of this project has been set for 5:35 PM on June 17, 2024 at the Hughes County Commission meeting at the Courthouse.

FIRST CONSIDERATION: PLAT OF LOT 1 DONAHUE ADDITION IN NE ¼ SECTION 6

109-75: Kay Donahue is proposing a plat of Lot 1 Donahue Addition NE ¼ Section 6 109-75. Kay owns the portion of the NE1/4 of Section 6 109-75 that is north of SD Highway 34, approximately 102.79 acres. She is requesting to plat off the home and out buildings from the remainder of the parcel. The proposed plat is approximately 35.25 acres and will comply with Ag-B zoning restrictions, no zoning change is needed to approve and file this plat. Her plans following plat approval include relocating and converting the existing home into a barn or shed in a different location on the parcel and placing a new home in the location of her current house. Kay Donahue appeared for questions. Final consideration of this plat will be on June 17, 2024 at the Hughes County Commission meeting.

FIRST CONSIDERATION: PLAT OF LOTS 1 & 2 HELEN'S PLACE SUBDIVISION OF W ½

NE NE SECTION 30 112-80: Rita Koch is requesting a proposed plat of lots 1 & 2 Helen's Place a subdivision of the W ½ NE ¼ NE ¼ Section 30 112-80 with no change to the current Ag-B2 zoning. Rita owns the parcel and the house. The parcel apparently pre-dates Hughes County Planning & Zoning ordinance as it is too small to comply as a legally described parcel instead of a platted parcel. The house is a Governor's home that was placed there around 2001 by John & Helen Tuveson, Rita's parents. The proposal is to split the approximate 19-acre parcel into 2 parcels. Lot 1 will be approximately 9.332 acres with Lot 2 being approximately 9.868 acres. Lot 2 will be sold to the Petersons who own the adjacent parcel to the west. The home and accessory structure are on Lot 1, the buildings will comply with setbacks following the subdivision. Approaches along 200th St in this stretch are no longer available because the current number exceeds what is allowed by ordinance. Staff has agreed to allow easement access to Lot 2 via an existing approach that accesses the entire parcel. Staff has agreed to this because the Petersons have stated they intend to plat Lot 2 with their Lot 3R of Venner's Peoria Heights Addition as soon as their current mortgage is satisfied. Bruce Koch & Jay Peterson appeared for questions. Final consideration of this plat will be on June 17, 2024 at the Hughes County Commission meeting.

FIRST CONSIDERATION: PLAT OF LOTS 22A & 22B A SUBDIVISION OF LOT 22

CAMELOT ADDITION IN W ½ SECTION 23 111-79: Michael & Ann Sines are requesting a proposed plat of Lots 22A and 22B, a replat of Lot 22, a replat of Camelot Addition located in the W1/2 Section 23 111-79. Michael and Ann Sines own an approximately 5-acre lot and request to subdivide the single lot into two separate lots. Lot 22A is proposed to be approximately 3.767 acres and Lot 22B is proposed to be approximately 1.231 acres. Their home is on proposed Lot 22A. A new home could be constructed on proposed Lot 22B. Nobody appeared to testify. Final consideration of the plat will be June 18, 2024 at a Joint Commission meeting at City Hall.

2024 PRIMARY ELECTION CANVASS: Finance Officer Thomas J. Oliva explained the vote totals, including the (1) provisional ballot that was counted prior to the meeting. The Vote Center selected for the Post-Election Audit was Faith Lutheran Church, and the contests selected were the Democratic Presidential and the Republican Precinct 11 & 28 races. Moved by Brown and seconded by Abernathy to approve the Canvass & the Post-Election Audit selections. All voted Aye. Motion passed.

SURPLUS PROPERTY: Moved by Abernathy and seconded by Brown to declare the following properties, legally described below as surplus property. Speckers Resub of Block 43 Wells Second Addition & Blocks 6-8 Wright & Templeton Block 1 Lot 12 & Georgetown Addition Lot 16 to the City of Pierre; Fifth Railway Addition Block 53 Lots 10 & 11 to the City of Pierre; & Original Plat Block 4 Lots 1-2 & 4-5 to the City of Blunt. All voted Aye. Motion passed.

HVAC SYSTEM 3RD FLOOR: Under Emergency Procurement of SDCL 5-18A-9 A purchasing agency may make or authorize others to make an emergency procurement without advertising the procurement if rentals are not practicable and there exists a threat to public health, welfare, or safety or for other urgent and compelling reasons. Failure to abide by the bid provisions of this chapter and chapters 5-18B, 5-18C, and 5-18D in a timely manner is not an emergency. An emergency procurement shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. Moved by Fines and seconded by Brown to approve the proposals received from Todd's Electric in the amount of \$12,900 and the proposal received from Airtech in the amount of \$83,014 for repairs to the 3rd floor HVAC System. All voted Aye. Motion passed.

JDAI GRANT ALTERNATIVES TO DETENTION: JDAI Coordinator Lacey Boxley & States Attorney Casey Diebert presented the Commission with information on the Alternatives to Detention Support Subgrant through the SD Department of Corrections that she has applied for. Moved by Brown and seconded by Abernathy to approve the grant application. All voted Aye. Motion passed.

JDAI GRANT REDUCING RACIAL & ETHNIC DISPARITIES: JDAI Coordinator Lacey Boxley & States Attorney Casey Diebert presented the Commission with information on the Reducing Racial & Ethnic Disparities subgrant through the SD Department of Corrections that she has applied for. Moved by Brown and seconded by Abernathy to approve the grant application. All voted Aye. Motion passed.

JAIL PARKING LOT: Moved by Brown and seconded by Fines to approve the proposal received by ProSeal in the amount of \$11,006.25 for repairs to the Jail parking lot. All voted Aye. Motion passed.

JULY 5th HOLIDAY: Moved by Fines and seconded by Brown to approve granting Hughes County employees administrative leave for July 5, 2024 to be comparable with the State of South Dakota holidays granted to employees. All voted Aye. Motion passed.

PUBLIC COMMENT: None

The following salaries and benefits were paid by department in the month of May 2024:

Commissioners-\$22,467.31, Auditor-\$18,495.52, Treasurer-\$23,360.13, States Attorney-\$40,726.28, Govt Buildings-\$11,164.81, Equalization-\$9,708.54, Register of Deeds-\$11,897.97, Veterans Service-\$6,223.55, Sheriff-\$62,694.92, Jail-\$237,055.98, Coroner-\$279.89, Juvenile Services-\$68,018.50, Weed

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& Pest- \$1,113.12, Planning & Zoning- \$8,600.22, Road & Bridge-\$76,882.61, Emergency Management-\$7,058.95. Total payroll \$605,748.30.

Auditor's Account with the Treasurer May 31, 2024: Cash on hand-\$3,617.09, Checks in the Treasurer's possession less than three days-\$58,749.60, Cash items-\$29.48, Demand deposits: American Bank & Trust-\$15,654,212.07, Bad Checks Outstanding-\$4,645.07, First Dakota National Bank- \$700,000.00, and Investments-\$300,000.00. Total Cash Assets-\$16,721,253.31.

Register of Deeds Fees Collected in May 2024: Recording Fees-\$5,790.00, Transfer Fees-\$14,180.50, Copy Fees-\$271.25, Credit Card Fees-\$10.00, and Vitals-\$1,725.00. Total \$21,976.75.

Moved by Brown and seconded by Abernathy to adjourn the meeting until the meeting **Monday at 5:30 PM on June 17, 2024.** All voted Aye. Motion passed.

ATTEST:

Thomas T. Rounds, Chairman
Hughes County Commission

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