

**COMMISSIONER PROCEEDINGS  
HUGHES COUNTY, SOUTH DAKOTA**

**OCTOBER 7, 2024**

Chairman Tom Rounds called the Monday October 7, 2024 meeting of the Hughes County Board of Commissioners to order at 5:30 PM with members Randy Brown, Rob Fines, and Connie Hohn present. Bill Abernathy was unavailable. County Manager Lori Jacobson, Director of Equalization/Planning Director/ Building Official Eric Booth, Highway Superintendent Trent Arbach, HR Manager Lindsay Rounds, Jail Administrator Gerald Wasko, Veterans Service Officer Mike Mullen, and Sheriff Patrick Callahan were also present. The meeting began with a prayer and the Pledge of Allegiance.

**CONFLICT OF INTEREST:** No conflicts declared.

**AGENDA:** Moved by Hohn and seconded by Brown to approve the agenda as stated. All voted Aye. Motion passed.

**MINUTES:** Moved by Brown and seconded by Hohn to approve the minutes of the September 16, 2024 Commission meeting. All voted Aye. Motion passed.

**VERIFIED CLAIMS:** Moved Hohn and seconded by Brown to approve the following verified claims. All voted Aye. Motion passed. A&M ENTERPRISES 1392.19 #603 PTO SHAFT, AARMS 150.00 JAIL SOFTWARE MAINTENANCE, ACE STEEL & RECYCLING 97.18 SUPPLIES, AIRTECH 905.72 JAIL REPAIR&MAINTENANCE, ALICIA KILLS SMALL 67.50 2024 SEPT TRUSTEE LABOR 90 HRS, ALYSSA LAFORTUNE 40.50 SEPT 2024 TRUSTEE LABOR 54 HRS, AMANDA BONRUD 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, AMANDA SCHLECHT 76.50 SEPT 2024 TRUSTEE LABOR 102HRS, AMANDA WALDER 76.50 SEPT 2024 TRUSTEE LABOR 102HRS, AMERICAN MEDICAL RESPONSE 1686.37 INMATE TRANSPORT, AMERICAN MEDICAL RESPONSE 1759.67 INMATE TRANSPORT, AMERICAN MEDICAL RESPONSE 1686.37 JAIL MEDICAL INMATE TRANSPORT, AMERICAN MEDICAL RESPONSE 12823.50 SEPT 2024 SUBSIDY, AMY GABRIEL 52.62 JUROR FEE DATE SERVED 9/17/24, ARAMARK CHICAGO LOCKBOX 23348.36 JAIL FOOD, ASHLEY JUELFS 78.00 SEPT 2024 TRUSTEE LABOR 104HRS, ASSMAN'S SHOP SUPPLY 18.40 SHOP SUPPLIES, AT&T MOBILITY 4976.95 CELL PHONE BILLING, AT&T MOBILITY 588.40 JAIL EQUIPMENT, AVERA MEDICAL ASSOC CLINIC 130.57 JAIL MEDICAL, AVERA SACRED HEART 1298.37 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 117.45 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 841.97 EXAM, AVERA ST MARYS HOSPITAL 708.75 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 3106.90 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 1337.24 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 827.68 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 190.46 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 827.38 JAIL MEDICAL, AVERA ST MARYS HOSPITAL 1719.62 JAIL MEDICAL, BACHAND & HRUSKA PC 7916.67 OCT/JUV LEGAL MATTERS 2024, BALCO UNIFORM CO 564.63 JAIL UNIFORMS, BILLY KELLY 55.24 JUROR FEE DATE SERVED 9/17/24, BRITA BERGESON 52.62 JUROR FEE DATE SERVED 9/17/24, EXECUTIVE MGMT FINANCE OFFICE 28.89 RECORDS MANAGEMENT, BUTLER MACHINERY CO 8700.00 EQUIPMENT RENTAL, BUTLER MACHINERY CO 277.41 PARTS/SUPPLIES, BUTLER MACHINERY CO 493.53 PARTS, CAPITAL CITY 254.35 REPAIR TO UNIT 113, CAPITAL JOURNAL 311.22 PROVISIONAL BUDGET PUBLISHING, CAPITAL ONE - WALMART 175.14 WALMART CARD, CAPITAL ONE - WALMART 639.44 JAIL WALMART CARD, CAPS TRAIL SERVICE 149.41 FUEL, CARMEN COOK-ORTIZE 18.00 SEPT 2024 TRUSTEE LABOR 24 HRS, CASEY HEMINGER 67.50 SEPT 2024 TRUSTEE LABOR 90 HRS, CATHERINE RADZIOW 20.00 WITNESS FEE, CDW GOVERNMENT INC 1495.34 JAIL OFFICE EQUIPMENT, CDW GOVERNMENT INC 2365.55 CRISIS CARE COMPUTER, CENTRALSQUARE TECHNOLOGIES

5649.28 SO SOFTWARE MAINTENANCE, CENTRALSQUARE TECHNOLOGIES 7639.13 JAIL SOFTWARE MAINTENANCE, CENTURY BUSINESS PRODUCTS INC 112.91 SHERIFF COPIER LEASE, CENTURY BUSINESS PRODUCTS INC 60.00 HWY COPIER LEASE, CENTURY BUSINESS PRODUCTS INC 705.98 JAIL OFFICE SUPPLIES, CENTURYLINK 106.39 PHONE LINES, CENTURYLINK 66.70 SO TELEPHONE, CENTURYLINK 72.79 SO TELEPHONE, CENTURYLINK 71.53 EXPO PHONE, CENTURYLINK 152.24 JAIL TELEPHONE, CHANCE KNECHT 76.20 JUROR FEE DATE SERVED 9/17/24, CHANDLERS 325.00 SO REPAIR/LABOR, CHARM-TEX 455.20 JAIL INMATE SUPPLIES, CHEYENNE ABERNATHY 20.00 WITNESS FEE, CHEYENNE HEMINGER 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, CLEARFLY 1126.35 PHONE LINES, CLEARFLY 387.14 JAIL PHONE SERVICE, CLEVIA WOMACK 4.50 SEPT 2024 TRUSTEE LABOR 6 HRS, COLE PAPERS INC 6499.68 SUPPLIES, COMM TECH INC 1487.96 JAIL OFFICE SUPPLIES, COMMUNICATIONS CENTER 90.00 QTRLY ALARM MONITORING, CORISA BUSH 6.75 SEPT 2024 TRUSTEE LABOR 9 HRS, CORRECTEC INC 925.00 JAIL MEDICAL CONTRACT, DALES'S REPAIR 115.00 REPAIRS TO #108, DEPT OF REVENUE & REGULATION 2.86 SEPT 24 SALES & USE TAX, DEPARTMENT OF TRANSPORTATION 2065.58 BRG 100 CANNING PROJECT, DEPARTMENT OF TRANSPORTATION 2875.62 2024 BRIDGE SCOUR ANALYSIS, DEPARTMENT OF TRANSPORTATION 2511.09 FUEL, DORIS ROMERO 81.00 SEPT 2024 TRUSTEE LABOR 108HRS, DURANNE HOWELOUDNER 81.00 SEPT 2024 TRUSTEE LABOR 108HRS, ELIZABETH THUNDERHAWK 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, ERIC BOOTH 200.00 TRAVEL REIMBURSEMENT, ERIK BRINGSWHITE 1124.41 YOUTH CIRCLE, ELECTION SYSTEMS & SOFTWARE 4218.17 GENERAL 24 BALLOTS, ELECTION SYSTEMS & SOFTWARE 926.21 GENERAL 24 ELECTION SUPPLIES, FLOYD'S KUBOTA 583.38 SHOE ASSEMBLY KIT, FLOYD'S KUBOTA 127800.00 TRACTOR/MOWER, FLOYDS TRUCK CENTER 690.57 FILTERS, FT PIERRE CITY 730.30 EXPO UTILITIES, GALLS 104.89 JAIL UNIFORM, GERRI JENSEN 81.00 SEPT 2024 TRUSTEE LABOR 108HRS, GRACE WEBB 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, GRAHAM TIRE 102.55 SUSPENSION/ALIGNMENT, GRAHAM TIRE 669.13 SO GAS AND OIL /TIRES, GROSSENBURG IMPLEMENT 1617.63 HWY SHOP SUPPLIES/PARTS, GROUP RESOURCES OF IOWA LLC 902.00 OCTOBER 24 LIST BILL, GUNDERSON PALMER NELSON & 759.00 MENTAL HEALTH BOARD, HANNAH GARCIA 58.50 SEPT 2024 TRUSTEE LABOR 78 HRS, HOFFMAN OIL 2695.44 FUEL, HOGENS HARDWARE HANK 36.98 MAINTENANCE SUPPLIES, HOGENS HARDWARE HANK 23.44 DUPLICATE KEYS, IMPERIAL SUPPLIES LLC 246.91 HWY SUPPLIES, INGRAM PEST SERVICE 70.00 EXPO PEST CONTROL, INNOVATIVE OFFICE SOLUTIONS 222.13 OFFICE SUPPLIES, INTERIM HEALTH CARE 859.60 JAIL MEDICAL CONTRACT, JASON EVANS 52.62 JUROR FEE DATE SERVED 9/17/24, JC OFFICE SUPPLIES 333.39 OFFICE AND ELECTION SUPPLIES, JC OFFICE SUPPLIES 949.62 PRINTER CARTRIDGES, JONIELLE WELLS 74.25 SEPT 2024 TRUSTEE LABOR 99 HRS, JOYCE HAWLEY 13.50 SEPT 2024 TRUSTEE LABOR 18 HRS, KALLEO TECHNOLOGIES LLC 770.00 JAIL MEDICAL CONTRACT, KATRINA VELAZQUEZ 67.50 SEPT 2024 TRUSTEE LABOR 90 HRS, KAYLA STEELE 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, KELSEY ROUBIDEAUX 81.00 SEPT 2024 TRUSTEE LABOR 108HRS, KELSIE KRUEGER 18.00 SEPT 2024 TRUSTEE LABOR 24 HRS, KIMBALL MIDWEST 118.92 WHEEL, KRISTA COMESFLYING 20.00 WITNESS FEE, KYLEIGHANA CATCHES 67.50 SEPT 2024 TRUSTEE LABOR 90 HRS, LORI JACOBSON 290.40 TRAVEL REIMBURSEMENT, MARK WEINHEIMER 50.00 JUROR FEE DATE SERVED 9/17/24, MCKESSON MEDICAL-SURGICAL 345.30 JAIL MEDICATION, MCLEODS 12492.00 ELECTION BALLOT ENVELOPES, MEGAN WALKER 76.50 SEPT 2024 TRUSTEE LABOR 102HRS, MELISSA MCCLELLAND 59.17 JUROR FEE DATE SERVED

9/17/24, MENARDS 167.84 SUPPLIES, MENARDS 1031.89 SUPPLIES, MENARDS 2599.98 TOOL BOX FOR SHOP, MENARDS 526.17 JAIL REPAIR & MAINTENACE, MENARDS 11.49 JAIL REPAIRS/MAINTENANCE, MIDCO 480.17 FIBER INTERNET / FIRE LINES, MIDCO 85.78 JAIL TELEPHONE, MIDWEST OIL COMPANY 115.51 DEF NOZZLES, MILLICENT BROWN 63.00 SEPT 2024 TRUSTEE LABOR 84 HRS, MONTANA DAKOTA UTILITIES 441.03 JAIL UTILITIES, MONTANA DAKOTA UTILITIES 71.61 EXPO UTILITIES, MONTANA DAKOTA UTILITIES 81.43 HWY SHOP UTILITIES, MOTOROLA SOLUTIONS 91.00 SO EQUIPMENT, NAPA CENTRAL 29.70 SO REPAIR & LABOR, NATALIE LEWIS 67.50 SEPT 2024 TRUSTEE LABOR 90 HRS, NICOLE GEIGLE 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, NINA STEAD 24.00 SEPT 2024 TRUSTEE LABOR 32 HRS, NUTRIEN AG SOLUTIONS 10235.00 CHEMICALS, OAHE ELECTRIC COOP INC 139.42 TOWER UTILITIES, OAHE GLASS 115.00 AUTO DOOR LABOR, OAHE GLASS 116.22 REPAIRS, OPD BUSINESS SOLUTIONS LLC 258.11 SUPPLIES, OLIVIA BRUNER 67.50 SEPT 2024 TRUSTEE LABOR 90 HRS, OREILLY AUTO PARTS 452.61 EMS VEHICLE REPAIR, OREILLY AUTO PARTS 210.47 JAIL VEHICLE REPAIR/MAINTENANC, PATRICIA DEMARRIAS 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, JESSICA PAULSEN 269.50 TRANSCRIPTS, PENNINGTON COUNTY JAIL 2111.47 JAIL PRISONER TRANSPORT, PHEASANTLAND INDUSTIRES 68.06 CLOTHING, PIERRE CITY 10680.22 UTILITIES, POWER PLAN OIB 311.30 SERVICE TO ROAD GRADER, RANAE HOFFMAN 294.30 TRAVEL REIMBURSEMENT, RENAE FAYANT 81.00 SEPT 2024 TRUSTEE LABOR 108HRS, RENEE BEAR STOP 387.50 EXPERT WITNESS, RENEE ECKES 75.75 SEPT 2024 TRUSTEE LABOR 101HRS, RHEANNA SIMMONS 72.00 SEPT 2024 TRUSTEE LABOR 96 HRS, RIVER CITIES TRANSIT 1666.67 OCT 24 ALLOTMENT, ROB FINES 290.40 TRAVEL REIMBURSEMENT, ROWE LAW & MEDIATION CTR 14298.91 LEGAL SERVICES, RUNNINGS SUPPLY 237.01 SUPPLIES, RUNNINGS SUPPLY 121.95 SUPPLIES, RUNNINGS SUPPLY 100.91 HWY SHOP SUPPLIES/PARTS, RUNNINGS SUPPLY 3.36 JAIL REPAIR/MAINTENANCE, RYAN FISCHER 55.24 JUROR FEE DATE SERVED 9/17/24, SAFETY BENEFITS 150.00 SAFETY CONFERENCE, SAMANTHA LANE 76.00 SEPT 2024 TRUSTEE LABOR 102HRS, SD ATTORNEY GENERAL'S OFFICE 321.00 24/7 FUND FOR 9/1-9/30, SDACC 1257.00 4TH QTR CLERP, SDDL REEMPLOYMENT DIV 1834.32 UNEMPLOYMENT P.CARROLL, SERVALL UNIFORM & LINEN CO 129.47 HWY RUGS, SERVALL UNIFORM & LINEN CO 194.96 COURT HOUSE RUGS, SHANE KRAMME 300.00 SEPT 24 EXPO OVERSIGHT, SHARPE RENTALS 100.00 PLATE PACKER RENTAL, SHARPE RENTALS 120.00 DRILL/PLATE RENTAL, SHELBY LUCERO 63.00 SEPT 2024 TRUSTEE LABOR 84 HRS, SOLID WASTE FACILITY 9.60 YARD WASTE, SOPHIE DUPRIS 36.00 SEPT 2024 TRUSTEE LABOR 48 HRS, STARLIGHT BRINGSPLenty 81.00 SEPT 2024 TRUSTEE LABOR 108 HR, STORMY MARSH 74.25 SEPT 2024 TRUSTEE LABOR 99 HRS, SYLVIA REDLEAF 81.00 SEPT 2024 TRUSTEE LABOR 108HRS, TANILLE BLUEARM 67.50 SEPT 2024 TRUSTEE LABOR 90 HRS, THOMAS OLIVA 358.39 TRAVEL REIMBURSEMENT, TIANNA KRESLEY-BICKETT 63.00 SEPT 2024 TRUSTEE LABOR 84 HRS, TIGER'S FIRE EXTINGUISHER 120.90 WATER GAUGE/ WATER, TIGER'S FIRE EXTINGUISHER 57.00 EXPO FIRE EXTINGUISHER, TITAN MACHINERY 882.12 REPAIR PARTS, TITAN MACHINERY 424.25 PARTS FOR REPAIRS, TOM ROUNDS 508.40 TRAVEL REIMBURSEMENT, VICTORIA CRAIG 36.00 SEPT 2024 TRUSTEE LABOR 48 HRS, MONA WEIGER 142.10 TRANSCRIPTS, WILLIAM WIESER 53.93 JUROR FEE DATE SERVED 9/17/24, YANKTON CO SHERIFF 100.00 CIVIL PAPERS SERVED, YOLANDA STANDING BEAR 63.00 SEPT 2024 TRUSTEE LABOR 84 HRS, ZANDER AUTO PARTS 204.08 PARTS/SUPPLIES.

**JOINT PLANNING & ZONING/NO ACTION REQUIRED:**

**PLAT OF LOT A MORRIS ADDITION IN THE SE1/4 SECTION 2 110-79 & CONDITIONAL USE PERMIT REQUEST FOR A REDI-MIX PLANT ON LOT A MORRIS ADDITION BY MORIS INC/MILT MORRIS:** Lot A is a proposed 5.88-acre lot. Access to the lot is via an existing approach off of SD Hwy 34, immediately south of the proposed lot. The access is not direct as it crosses a lot owned by Morris Inc and another owned by PEF Holdings LLC. A verbal agreement existed prior to this platting to allow Morris Inc traffic to cross the PEF Holdings lot. As part of the verbal easement Morris constructed and paved a road from the approach through PEF Holdings lot to the proposed Lot A. Access for the proposed plat from this approach must be approved by SD DOT. SD DOT is requiring a written and filed easement agreement between Morris Inc and PEF holdings before approving the access and signing the plat. In addition to plat approval Morris Inc is requesting a Conditional Use Permit for a Ready-mix plant on Lot A. I have limited information on the ready-mix plant other than it is a design that is fairly new. Old ready-mix plants dump the ingredients in the trucks and they are mixed in the truck. This new design will mix them before dumping into the cement truck. This will require a lower profile plant and create less fugitive dust as all of the mixing is contained inside the structure. Morris Inc currently operates an asphalt plant and rubble dump in the same general area. They do not anticipate a large increase in truck traffic to and from the site though a ready-mix plant would increase truck traffic to and from the area, the volume would vary from day to day. Final consideration was held September 10, 2024 at City Hall and approved by City of Pierre Resolution No. 2781.

**PLAT OF LOT 4R HINKLEY SUBDIVISION A REPLAT OF LOTS 4 & 5 HINKLEY SUBD SECTION 8 110-79:** John and Karen Schwartz are proposing to plat together Lots 4 & 5 of Hinkley Subdivision in order to build a new home on the lot. The proposed location of the house would overlap the lot line and therefore they are requesting to combine the lots. Lot 4 is 1.039 acres and Lot 5 is 1.210 acres. Proposed Lot 4R would be 2.25 acres. The proposed house is 4,365 square feet and the replat would allow it to meet the necessary setback requirements. Single-family dwellings are a principal permitted use in ET Agriculture District C. Access to the lot is via a subdivision road, access is guaranteed. Final consideration was held September 10, 2024 at City Hall and approved by City of Pierre Resolution No. 2782.

**NEW BUSINESS:**

**PUBLIC HEARING: FIVE YEAR TRANSPORTATION PLAN:** Time set for 5:30 PM to consider public testimony for the County Road & Bridge Five Year Transportation Plan. Kyle Kurth from Brosz Engineering was present to answer any questions. Nobody appeared to testify. Moved by Brown and seconded by Fines to approve and authorize the Chairman to sign the Road & Bridge Five Year Transportation Plan. All voted Aye. Motion passed.

**PROPERTY TAX ABATEMENT:** Moved by Hohn and seconded by Brown to approve the abatement of the 2023 payable 2024 taxes in the amount of \$348.59 for the property legally described as NE & N1/2 SE Less Falcon Ridge Sec 15 111-79 owned by Becker Johnson, LLP and to abate \$45,349 in value for 2024 pay 2025 taxes. Three lots were platted out of the property and the value was not adjusted to reflect the change. All voted Aye. Motion passed.

**VSO UPDATE:** Veterans Service Officer Mike Mullen gave an update to the Commission about the activity in the Veterans Service Office.

**SOUTH DAKOTA DEPARTMENT OF HEALTH MOSQUITO GRANT:** Moved by Fines and seconded by Hohn to approve applying for a \$10,000.00 grant from the South Dakota Department of Health for enhancing mosquito control efforts in Hughes County. All voted Aye. Motion passed.

**FIRST NET:** No action taken.

**HUGHES COUNTY HANDBOOK REVIEW & APPROVAL:** HR Manager Lindsay Rounds reviewed the proposed updated Hughes County Employee Handbook with the Commission. Moved by Hohn and seconded by Fines to adopt and approve the new Hughes County Employee Handbook effective October 25, 2024. All voted Aye. Motion passed.

**BAMBOO HR SYSTEM:** Moved by Fines and seconded by Hohn to approve the quote received from Bamboo HR in the amount of \$2,553.03 for a human resource management software. The monthly cost of the software will be \$803.03 and the \$2,553.03 for implementation. All voted Aye. Motion passed.

**INSURANCE UPDATE:** Sonja Nordbye & Roger Risty with Risty Benefits reviewed the insurance plans available for Hughes County in 2025 with the Commission.

**PERSONNEL:** Moved by and seconded by to approve the hire of Shane Delange as a Correctional Officer at the Jail effective October 7, 2024 at Pay Grade 16 Step Minimum \$23.75 per hour. All voted Aye. Motion passed.

Moved by Hohn and seconded by Fines to approve the resignation of Shane Delange Correctional Officer at the Jail effective October 2, 2024 and authorize for the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Fines to approve wage increase for the following jail staff; Damien Goana \$26.83 per hour, Karryn Agneau \$30.36 per hour, Kelly Jandreau \$26.71 per hour, Kyler Bolin \$30.36 per hour, and Nicholaus Busby \$24.93 per hour effective September 25, 2024. All voted Aye. Motion passed.

**PUBLIC COMMENT:** None

The following salaries and benefits were paid by department in the month of September 2024:  
Commissioners-\$21,045.38, Auditor-\$18,478.52, Treasurer-\$21,998.22, States Attorney-\$40,493.21, Govt Buildings-\$10,637.06, Equalization-\$10,723.98, Register of Deeds- \$11,165.33, Veterans Service-\$6,223.56, Sheriff- \$62,402.87, Jail-\$254,174.82, Coroner- \$419.84, Juvenile Services-\$73,140.93, Weed & Pest- \$1,109.48, Planning & Zoning \$8,600.23, Road & Bridge-\$75,883.92, Emergency Management-\$4,364.08. Total payroll \$620,861.43.

Auditor's Account with the Treasurer September 30, 2024: Cash on hand-\$3,572.00, Checks in the Treasurer's possession less than three days-\$143,300.55, Cash Items-\$44.43, Demand deposits: American Bank & Trust-\$13,809,971.07, First Dakota National Bank- \$1,000,000.00, Bad Checks Outstanding-\$2,579.43, Total Cash Assets-\$14,959,467.48.

Register of Deeds Fees Collected in September 2024: Recording Fees-\$4,720.00, Transfer Fees-\$7,745.50, Copy Fees-\$620.50, Credit Card Fees-\$15.00, and Vitals-\$2,000.00. Total \$15,101.00.

**COMMISSIONER PROCEEDINGS  
HUGHES COUNTY, SOUTH DAKOTA**

**OCTOBER 7, 2024**

Moved by Brown and seconded Fines to adjourn the meeting until **Monday at 5:30 PM on October 21, 2024.** All voted Aye. Motion passed.

ATTEST:

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Thomas T. Rounds, Chairman  
Hughes County Commission

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