

Commissioner Rob Fines called the Wednesday, February 05, 2025 meeting of the Hughes County Board of Commissioners to order at 9:00 AM with members Bill Abernathy and Connie Hohn present. Randy Brown was available via zoom. Tom Rounds was unavailable. County Manager Lori Jacobson, Interim Highway Superintendent Nick Dooley, Emergency Manager AJ Rounds, States Attorney Casey Deibert, Sheriff Patrick Callahan, and Jail Administrator Gerald Wasko were also present. The meeting began with a prayer by Pastor Craig Wexler and the Pledge of Allegiance.

CONFLICTS: No conflicts declared.

AGENDA: Moved by Abernathy and seconded by Brown to approve the agenda with a correction to the February 3, 2025 date listed to February 5, 2025, and the removal of the calendar update. All voted Aye. Motion passed.

MINUTES: Moved by Hohn and seconded by Brown to approve the minutes of the January 16 & 21, 2025 Commission meetings. All voted Aye. Motion passed.

CLAIMS: Moved by Hohn and seconded by Abernathy to approve the following claims. All voted Aye. Motion passed. AARMS 150.00 JAIL SOFTWARE MAINTENANCE, ACE STEEL & RECYCLING 431.65 HWY SUPPLIES, ATLANTIC COASTAL SUPPLY 472.19 JAIL REPAIRS/MAINTENANCE, AIRTECH 250.00 JAIL REPAIRS/MAINTENANCE, AMANDA ARBACH 70.72 JURY EMPANELMENT 12/6/24, ARAMARK CHICAGO LOCKBOX 23599.68 JAIL FOOD, ASSMAN SHOP SUPPLY 70.70 HWY SUPPLIES, AT&T MOBILITY 2212.64 CELL PHONE BILLING, AT&T MOBILITY 665.20 JAIL EQUIPMENT, AVERA MEDICAL ASSOC CLINIC 10.09 JAIL DOCTOR, AVERA MEDICAL ASSOC CLINIC 43.00 JAIL DOCTOR, AVERA MEDICAL ASSOC CLINIC 148.97 JAIL DOCTOR, AVERA MEDICAL ASSOC CLINIC 85.86 JAIL DOCTOR, AXON ENTERPRISE INC 33667.67 SO AXON CONTRACT TASER/CAM, BLACKSTRAP INC 8322.19 ROAD SALT, BOB BARKER CO INC 154.97 JAIL UNIFORMS, BRIAN DUVAL 65.36 JURY EMPANELMENT 12/6/24, EXECUTIVE MGMT FINANCE OFFICE 849.77 POSTAGE, EXECUTIVE MGMT FINANCE OFFICE 62.29 SO POSTAGE, BUTLER MACHINERY CO 1772.78 HWY SUPPLIES, CANDACE BROWN 20.00 WITNESS FEE, CAPITAL ONE - WALMART 404.81 JAIL CREDIT CARD, CAROL GENGLER 62.68 JURY EMPANELMENT 12/6/24, CELERITY BROADBAND 926.38 HWY SHOP INTERNET, CENTRAL DAKOTA EYECARE 1108.00 JAIL INMATE EYECARE, CENTURY BUSINESS PRODUCTS INC 60.00 HWY DEPT COPIER LEASE, CENTURY BUSINESS PRODUCTS INC 59.86 VET SERVICES COPIER LEASE, CENTURY BUSINESS PRODUCTS INC 112.91 SO SUPPLIES COPIER LEASE, CENTURYLINK 71.71 EXPO PHONE, CENTURYLINK 67.77 SO TELEPHONE, CENTURYLINK 73.96 SO TELEPHONE, CHAD MUNTEFERING 19.38 JURY EMPANELMENT 12/6/24, CHARM-TEX 6007.45 JAIL INMATE SUPPLIES, CHOLIK SIGN CO 15.00 CUT DECALS, CLEARFLY 1120.12 PHONE LINES, CLEARFLY 389.42 PHONE LINES, COLE PAPERS INC 243.75 SUPPLIES, COLE PAPERS INC 3839.91 JAIL SUPPLIES, COLEEN KUSSER 10.00 JURY EMPANELMENT 12/6/24, COMM TECH INC 27.00 COURT HOUSE SECURITY, COMM TECH INC 7.99 JAIL OFFICE SUPPLIES, COOK IMPLEMENT 195.04 BOBCAT PARTS, DAKOTA SUPPLY GROUP 25.97 TOOL, DENNIS STEPHENS 11.34 JURY EMPANELMENT 12/6/24, DEPARTMENT OF TRANSPORTATION 2763.78 FUEL, DIAMOND DRUGS INC 5349.92 JAIL MEDICATIONS, DMC WEAR PARTS 8471.68 CUTTING EDGES, DONS SINCLAIR 36.23 FUEL, FLOYDS TRUCK CENTER 7.72 HUB CAP GASKET, FRED LEETCH 12.68 JURY EMPANELMENT 12/6/24, FRIMAN OIL & GAS CO INC 1895.00 PROPANE, FRIMAN OIL & GAS

CO INC 735.18 NATURAL GAS, GROSSENBURG IMPLEMENT 75.14 HYDRO QUICK COUPLER, HANNAH HOUDYSHELL 62.68 JURY EMPANELMENT 12/6/24, HOGENS HARDWARE HANK 8.97 JAIL OFFICE SUPPLIES, IMPERIAL SUPPLIES LLC 493.35 SHOP SUPPLIES, INNOVATIVE BENEFIT CONSULTANTS 880.00 DEC 2024 ADMIN FEES, INTERIM HEALTHCARE 10566.40 JAIL MEDICAL CONTRACT, INTOXIMETERS 1700.00 24/7 FUND, JC OFFICE SUPPLIES 56.60 JAIL OFFICE SUPPLIES, JEFFREY HILL 11.34 JURY EMPANELMENT 12/6/24, JESSICA RUMPCA 62.68 JURY EMPANELMENT 12/6/24, JOHN ERICKSON 62.68 JURY EMPANELMENT 12/6/24, JOHN RICHTER 12.68 JURY EMPANELMENT 12/6/24, JOSHUA MASON 16.70 JURY EMPANELMENT 12/6/24, KADIE NICKERSON 60.00 BLOOD DRAW, KELLY HILTBRUNER 11.34 JURY EMPANELMENT 12/6/24, KEVIN DILLON 62.69 JURY EMPANELMENT 12/6/24, KRISTY MALSAM 12.68 JURY EMPANELMENT 12/6/24, LISA STORRS 14.02 JURY EMPANELMENT 12/3/24, MCKESSON MEDICAL-SURGICAL 591.41 JAIL MEDICATIONS, MENARDS 30.96 SUPLIES, MENARDS 3.98 SHOP SUPPLIES, MIDCO 402.40 INTERNET/FIRELINE, MIDCO 86.64 JAIL TELEPHONE, MIDWEST ALARM 600.00 FIRE PHONE LINES, MIDWEST TIRE & MUFFLER INC 78.92 SO GAS AND OIL, MOLLI HUBBELL 12.68 JURY EMPANELMENT 12/6/24, MORRIS INC 128.50 SHOP SUPPLIES, MOTOROLA SOLUTIONS 91.00 SO EQUIPMENT, NAPA CENTRAL 15.51 REPAIR PARTS FOR 503WR, NORTHWEST PIPE FITTING, INC 1217.80 JAIL/JSC REPAIR/MAINTENANCE, OAHE ELECTRIC COOP INC 143.47 TOWER UTILITIES, OLSON PLUMBING 462.95 BOILER SERVICE, OLSON PLUMBING 107.14 JAIL ERPAIRS MAINTENANCE, OREILLY AUTO PARTS 77.87 JAIL VEHICLE REPAIR, PATRICK ANNETT 12.68 JURY EMPANLEMENT 12/6/24, JESSICA PAULSEN 166.90 TRANSCRIPTS, PENNINGTON COUNTY JAIL 172.46 JAIL PRISONER TRANSPORT, POWER PLAN OIB 371.57 HWY SUPPLIES, QUALIFIED PRESORT SERVICES 5421.41 REALESTATE TAX NOTICE, REDSAIL TECHNOLOGIES 239.58 JAIL MEDICAL CONTRACT, REDWOOD TOXICOLOGY LAB 1375.60 24/7 FUND, RUNNINGS SUPPLY 171.25 SUPPLIES, RUNNINGS SUPPLY 2.99 SUPPLIES, SALLY CHRISTENSON 65.36 JURY EMPANELMENT 12/6/24, SANFORD HEALTH 3646.00 AUTOPSY, SD ATTORNEY GENERAL'S OFFICE 365.00 1/1-1/31-2025 24/7 FUND, SDACHS 300.00 SDACHS REGISTRATION, SERVALL UNIFORM & LINEN CO 176.34 JAIL CLEANING SUPPLIES, SERVALL UNIFORM & LINEN CO 122.93 RUGS, SHANE KRAMME 300.00 JAN 2025 EXPO OVERSIGHT, SMALL ENGINE HOUSE 65.42 OXYGEN TANK, SOLBERG INDUSTRIES 961.33 COMMERCIAL MV REFUND, STEVEN STEELE 73.40 JURY EMPANELMENT 12/6/24, THOMSOM REUTERS WEST PAYMENT 214.40 SUBSCRIPTION PRODUCTS, TIMOTHY PICKETT 19.38 JURY EMPANELMENT 12/6/24, TRACY KEYES 11.34 JURY EMPANELMENT 12/6/24, VENTURE COMMUNICATIONS 60.60 PHONE FOR HARROLD SHOP, ZANDER AUTO PARTS 543.07 HWY PARTS/SUPPLIES, ZANE SCHUCHARD 11.34 JURY IMPANELMENT 12/6/24.

OLD BUSINESS: Moved by Abernathy and seconded by Hohn to approve the updated list of liaison appointments. All voted Aye. Motion passed.

NEW BUSINESS:

PLANNING & ZONING:

FIRST CONSIDERATION: PLAT OF LOT 1B & 1C A SUBDIVISION OF LOT 1 CEDAR ACRES SUBDIVISION IN SE SECTION 25 112-80: Ken & Cheryl Brull are requesting a replat of

lot 1B & 1C to reflect their wishes in doing some estate planning. Ken & Cheryl wish to leave Lot 1B including the house and related buildings to Kens son and have no immediate plans for Lot 1C. Ken & Cheryl Brull were available for questions. Final consideration will be held February 19, 2025 at the regular scheduled Hughes County Commission meeting.

INSURANCE: County Manager Lori Jacobson & Interim Highway Superintendent Nick Dooley reviewed recent insurance claims submitted by the Jail and Highway Department with the Commission.

Moved by Brown and seconded by Abernathy to approve the submission of the insurance claims. All voted Aye. Motion passed.

PUBLIC MEETING GUIDELINES: Moved by Abernathy and seconded by Brown to approve the following guidelines as they pertain to public comment at official meetings of the Hughes County Commission. All voted Aye. Motion passed.

1. Anyone wishing to make a public comment must sign in prior to the start of the meeting if they want to speak during the “invitation for a citizen to schedule time on the Commission Agenda for an item not listed” portion of the agenda.
2. Each individual will be limited to three (3) minutes to make their comments. Individuals who require interpreters or other special accommodation may be given additional time to speak, at the discretion of the Chair. Individuals may not relinquish their allotted time to another individual.
3. Comments must be presented using a civil and professional demeanor. Threatening, profane, vulgar, or abusive language will not be tolerated toward any public body, county staff, an individual, or an organization.
4. No action may be taken by the public body on any item not on the current agenda during the same meeting in which the comments are made. Comments that are related to a topic the public body feels may require formal action or further discussion may be placed on a future agenda by the public body at their discretion to allow for proper notice pursuant to the open meetings laws.
5. The period for public comment is intended for the public body to receive comments. Members of the public body are not required to respond to a comment, answer any questions, or engage in dialogue with an individual making comments.

The Hughes County Commission, as well as the boards and committees under the County’s purview, are considered public bodies subject to open meetings laws. SDCL 1-25-1 states “the public body shall reserve at every regularly scheduled official meeting a period for public comment, limited at the public body’s discretion but not so limited as to provide for no public comment.” These guidelines have been adopted to provide for clarity and consistency in the application of this statutory requirement for public comment amongst all the county boards and committees that are subject to open meetings laws.

VETERAN REIMBURSEMENT PAPERWORK: Moved by Hohn and seconded by Abernathy to approve submitting paperwork to the State Veterans Affairs for the allowable salary reimbursement for the operation of the Hughes County Veterans Service Office. All voted Aye. Motion passed.

RESOLUTION: 2025-07

WHEREAS, Hughes County has identified the desire to update their Hughes County/Stanley County Joint Pre-Disaster Hazard Mitigation plan in order to improve the quality of life for all residents of the county; and

WHEREAS, Hughes County anticipates updating their Joint Pre-Disaster Hazard Mitigation plan. The county proposes to apply to the SD Office of Emergency Management for Hazard Mitigation Grant funding to assist with the costs of updating the plan; and

WHEREAS, the county will provide ½ (\$3,250) of the required 25% local funding match for total project costs, and

NOW THEREFORE BE IT RESOLVED that the Hughes County Commission authorizes Allan Rounds, EM Director to sign and submit this letter of intent and application to the SD Office of Emergency Management for Hazard Mitigation Grant funding for development of a Hughes County/Stanley County Joint Pre-Disaster Hazard Mitigation plan update requesting up to \$26,000.00.

Moved by Abernathy and seconded by Hohn to approve Resolution No. 2025-07. All voted Aye. Motion passed.

RESSOLUTION NO. 2025-06

ADVERTISE FOR HIGHWAY DEPT BIDS: Moved by Brown and seconded by Abernathy to authorize advertising for bids for furnishing the season's supply of Magnesium Water for the Hughes County Highway Department to be received on or before 11:00 AM on February 27, 2025 at which time the bids will be publicly opened and read aloud. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to authorize advertising for bids for supplying 18" through 96" corrugated metal culverts, replacement of culverts, sleeve culverts, and installation of culverts for the Hughes County Highway Department to be received on or before 11:00 AM on February 27, 2025 at which time the bids will be publicly opened and read aloud. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to authorize advertising for bids for providing Weed & Pest spraying services for the Hughes County Highway Department to be received on or before 11:00 AM on February 27, 2024 at which time the bids will be publicly opened and read aloud. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to authorize advertising for bids for providing Chip Sealing, Gravel Hauling, Gravel Crushing, Concrete Crushing, and Soybean Oil application services for the Hughes County Highway Department to be received on or before 11:00 AM on February 27, 2024 at which time the bids will be publicly opened and read aloud. All voted Aye. Motion passed.

TOWER LEASE CONTRACTS: Moved by Abernathy and seconded by Brown to approve and authorize the Commission Chairman to sign lease agreements for Antenna Tower Leases for Fort Pierre Fire Department, City of Fort Pierre, Four Corners Fire Dept., Mid Dakota Rural Water, Stanley County Highway, and the City of Pierre. All voted Aye. Motion passed.

WILDLAND FIRE DESIGNEE: Moved by Abernathy and seconded by Brown to approve Emergency Management Director AJ Rounds, Deputy Emergency Manager Nick Dooley, Sheriff Patrick Callahan,

and Commissioners Abernathy & Fines to act as the Commission appointed designees on behalf Wildland Fire Division. All voted Aye. Motion passed.

VOLUNTEER LISTS: Moved by Abernathy and seconded by Hohn to approve the volunteer lists of the Pierre Rural Fire Department, Harrold Fire Department, Blunt Fire Department, and Weather Spotters. All voted Aye. Motion passed.

EMERGENCY MANAGEMENT SNAKE BUTTE TOWER AGREEMENT: Moved by Brown and seconded by Hohn to approve the land lease agreement between Hughes County and Darrell Beck for a period of ten (10) years effective July 1, 2024 in the amount of \$4,500 per year. All voted Aye. Motion passed.

COUNTY WEBSITE: Moved by Brown and seconded by Hohn to approve an agreement between Hughes County and Munibit for services pertaining to the maintenance and management of the Hughes County Website in the amount of \$189 per month. All voted Aye. Motion passed.

PERSONNEL: Moved by Brown and seconded by Abernathy to approve the resignation of Wyatt Alexander effective January 24, 2025, and authorize for the advertisement of the position for hire. All voted Aye. Motion passed.

Moved by Brown and seconded by Hohn to approve hiring Trent Arbach as a Foreman for the Highway Department effective February 1, 2025 at \$31.25 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Hohn to approve the reclassification of Troy Meyer as a Foreman for the Highway Department effective January 25, 2025 at \$31.25 per hour. All voted Aye. Motion passed.

Moved by Brown and seconded by Hohn to approve a wage increase for Laura Graves Highway Department Secretary to \$24.25 per hour effective January 25, 2025. All voted Aye. Motion passed.

Moved by Hohn and seconded by Abernathy to approve adding the Shift Differential Pay Policy to the Hughes County Employee Handbook. Shift differential pay of \$1.00 per hour in addition to regular pay for evening & weekend shifts at the Jail. All voted Aye. Motion passed.

CREDIT CARD POLICY: Moved by Hohn and seconded by Abernathy to approve the credit card policy submitted by Thomas J. Oliva, Hughes County Finance Officer with an amendment to section 6 stating that receipts shall be forwarded to the Auditor's office within 10 days of the statement being received. All voted Aye. Motion passed.

ANIMAL CONTROL ORDINANCE FEE UPDATES: Sheriff Patrick Callahan reviewed with the Commission his plan for presenting an ordinance in the coming weeks to update the animal control fees.

PUBLIC COMMENT: Zack Nelson with KCCR spoke about his appreciation for the movement of the County Commission times and the preference of 9:30 am over 9:00 am.

EXECUTIVE SESSION: SDCL 1-25-2 (3) CARE OF THE POOR & SDCL 1-25-3 (1) HR: Moved by Abernathy and seconded by Hohn to go into executive session. All voted Aye. Motion passed.

The Chairman declared the Board out of executive session.

Moved by Abernathy and seconded by Brown to deny a claim on behalf of E.K. in the amount of \$2,318.64. All voted Aye. Motion passed.

The following salaries and benefits were paid by department in the month of January 2025:
Commissioners-\$20,596.06, Auditor-\$20,585.98, Treasurer-\$26,218.17, States Attorney-\$52,342.74, Govt Buildings-\$12,322.52, Equalization-\$20,438.15, Register of Deeds-\$13,487.54, Veterans Service-\$6,411.96, Sheriff-\$67,378.86, Jail-\$264,836.16, Juvenile Services-\$78,071.42, Weed & Pest-\$1,109.95, Road & Bridge-\$81,265.98, Emergency Management-\$8,776.53. Total payroll \$673,842.02.

Auditor's Account with the Treasurer January 31, 2025: Cash on hand-\$8,218.72, Checks in the Treasurer's possession less than three days-\$51,017.29, Demand deposits: American Bank & Trust-\$16,276,068.97, Bad Checks Outstanding-\$1,327.98, Cash Items-15.58, First Dakota National Bank-\$100,000,000.00. Total Cash Assets-\$17,336,648.54.

Register of Deeds Fees Collected in January 2025: Recording Fees-\$4,420.00, Transfer Fees-\$17,021.50, Copy Fees-\$394.00, Credit Card Fees-\$15.00, Vitals-\$1,950.00. Total \$23,800.50.

Moved by Abernathy and seconded by Hohn to adjourn the meeting until **Wednesday February 19, 2025 at 9:00 AM.** All voted Aye. Motion passed.

ATTEST:

Rob Fines, Chairman
Hughes County Commission

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