

Chairman Rob Fines called the Tuesday January 21, 2025 meeting of the Hughes County Board of Commissioners to order at 9:00 AM with members Bill Abernathy, Tom Rounds, and Connie Hohn present. Randy Brown was available via zoom. County Manager Lori Jacobson, Sheriff Patrick Callahan, Director of Equalization/Planning Director/Building Official Eric Booth, Highway Superintendent Trent Arbach, Jail Administrator Gerald Wasko, and Deputy Emergency Manager Nick Dooley were also present. The meeting began with a prayer by Nance Orsbon and the Pledge of Allegiance.

CONFLICT OF INTEREST: No conflicts declared.

AGENDA: Moved by Rounds and seconded by Hohn to approve the agenda with the correction to the meeting day as Tuesday January 21, 2025 not Monday January 21, 2025. All voted Aye. Motion passed.

MINUTES: Moved by Abernathy and seconded by Hohn to approve the minutes of the January 6, 2025 Commission meeting. All voted Aye. Motion passed.

CLAIMS: Moved by Hohn and seconded by Rounds to approve the following verified claims. All voted Aye. Motion passed. A-OX WELDING 40.35 CYLINDER RENTAL, ABELS A-1 GARAGE DOORS 410.00 HARROLD SHOP INSTALL, ACE STEEL & RECYCLING 17.34 HWY SUPPLIES, ATLANTIC COASTAL SUPPLY 2354.25 JAIL REPAIR/MAINTENANCE, AMERICAN BANK & TRUST 159.90 MAINTENANCE CREDIT CARD, AMERICAN BANK & TRUST 660.67 FINANCE CREDIT CARD, AMERICAN BANK & TRUST 87.99 DOE/PZ CREDIT CARD, AMERICAN BANK & TRUST 2905.25 HWY CREDIT CARD, AMERICAN BANK & TRUST 418.97 SO AND JAIL CREDIT CARD, AMERICAN MEDICAL RESPONSE 1726.09 JAIL INMATE TRANSPORT, AMY GABRIEL 52.68 JUROR FEE DATE SERVED 12/27, ANGELA LEMIEUX 51.34 JUROR FEE DATE SERVED 12/17, ANIMAL CLINIC OF PIERRE 204.00 SO ANIMAL CONTROL, ARAMARK CHICAGO LOCKBOX 7903.16 JAIL FOOD, ARDEAN VERNON 52.68 JUROR FEE DATE SERVED 12/17, ASSOC OF SD CO WEED/PEST BOARD 350.00 CONFERENCE FEE, AVERA MEDICAL ASSOC CLINIC 673.44 JAIL DOCTOR, AVERA ST MARYS HOSPITAL 196.91 JAIL DOCTOR, BACHAND & HRUSKA PC 2916.67 JAN LEAGAL SERVICES, BARBARA ROHRBACH 52.68 JUROR FEE DATE SERVED 12/17, BILLY KELLY 55.36 JUROR FEE DATE SERVED 12/27, BRIAN POELSTRA 12.68 JURY EMPANELMENT 12/6, BRIAN POELSTRA 52.68 JUROR FEE DATE SERVED 1/7, BRITA BERGESON 52.68 JUROR FEE DATE SERVED 12/27, EXECUTIVE MGMT FINANCE OFFICE 65.00 ROD/TREAS ACCESS FEE, EXECUTIVE MGMT FINANCE OFFICE 65.00 ACCESS FEE, EXECUTIVE MGMT FINANCE OFFICE 28.89 RECORDS MANAGEMENT, CAPITAL AREA COUNSELING 8530.00 MCR ASSES/ON CALL MOBILE, CAPITAL AREA COUNSELING 2343.96 QMHP EVAL, CAPITAL JOURNAL 150-A 47.25 HWY WORKER AD, CAPITAL JOURNAL 340.80 NEWSPAPER SUBSCRIPTION FOR 25, CAPS TRAIL SERVICE 220.18 FUEL, CENTRAL SD ENHANCEMENT DIST 18085.36 2025 BUDGET ALLOTMENT, CENTURY BUSINESS PRODUCTS INC 148.37 COPIER LEASE, CENTURY BUSINESS PRODUCTS INC 659.21 JAIL OFFICE EQUIPMENT, CENTURY BUSINESS PRODUCTS INC 285.09 COPIER LEASE, CENTURYLINK 112.91 SO SUPPLIES, CENTURYLINK 106.39 TELEPHONE, CENTURYLINK 310.72 JAIL TELEPHONE, CHANCE KNECHT 76.80 JUROR FEE DATE SERVED 12/27, CHOLIK SIGN CO 500.00 HWY WORK LIGHTS, COLE PAPERS INC 3442.75 JAIL/JSC SUPPLIES, COLE PAPERS INC 418.92 SUPPLIES, COMM TECH INC 12071.80 TECH SUPPORT/SUPPLIES, COMM TECH INC 313.96 2 NEW MONITORS AUD

OFFICE, CONTANCE HOLY BEAR 20.00 WITNESS FEE, DAKOTA FLUID POWER 964.55
MOTOR REPAIR PARTS, DARRIN JONS 51.34 JUROR FEE DATE SERVED 12/17, DEAN A
SCHAEFER COURT REPORTER 210.00 COURT REPORTING, DEN HERDER LAW OFFICE
166.75 MI COURT APPOINTED, DEPARTMENT OF CORRECTIONS 1394.93 SO UTILITIES,
DEPT OF REVENUE & REGULATION 5.44 CONTRACTORS EXCSIE TAX, DEPT OF REVENUE
& REGULATION 6.89 SALES & USE TAX DEC 2024, DIAMOND DRUGS INC 170.40 JAIL
MEDICATIONS, DONNA ANDERSON 11.34 JURY EMPANELMENT 12/6, DONS SINCLAIR
25.00 FUEL, DONS SINCLAIR 15.00 SO GAS & OIL, DORINDA DANIEL 12.68 JURY
EMPANELMENT 12/6, DORINDA DANIEL 52.68 JUROR FEE DATE SERVED 1/7, DOUGLAS
KUIPER 52.68 JUROR FEE DATE SERVED 12/17, ELECTION SYSTMES & SOFTWARE 3926.80
TABULATOR MAINTENANCE, FLOYD'S KUBOTA 1293.99 CUTTING EDGES, FLOYDS
TRUCK CENTER 32.42 AIR DRYER CART, FRIMAN OIL & GAS CO INC 1752.50 FUEL, G&R
CONTROLS 2452.99 TEMP SENSOR FIX LABOR MILES, GERALD WASKO 889.74 TRAVEL
REIMBURSEMENT, GOLDEN WEST TECHNOLOGIES 1439.00 OFFSITE BACKUP, GRAHAM
TIRE 281.29 OIL CHANGE/SENSOR, GRAVES PLUMBING 1045.92 EXPO PLUMBING
REPAIRS, GROSSENBURG IMPLEMENT 75.14 PARTS FOR REPAIR UNIT 505, GROW SD
5000.00 2025 BUDGET ALLOTMENT, GT UPFITTING 350.00 SO REPAIR/LABOR,
GUNDERSON PALMER NELSON & 195.50 BMI HOLDS, THE HILLTOP TRUCK STOP 189.66
FUEL, HOGENS HARDWARE HANK 34.97 JAIL REPAIR/MAINTENANCE, INLAND TRUCK
PARTS 863.86 201/202 PARTS FOR REPAIR, INMANS WATER TECHNOLOGIES 64.25 HWY
WATER COOLER RENTAL, INMANS WATER TECHNOLOGIES 347.50 WATER AND COOLER
RENTAL, INNOVATIVE OFFICE SOLUTIONS 726.35 SUPPLIES, INTERIM HEALTHCARE
15309.30 JAIL MEDICAL CONTRACT, JAMIE DAMON 7548.22 COURT APPOINTED
ATTORNEY, JASON EVANS 52.68 JUROR FEE DATE SERVED 12/27, JASON GLODT 8222.50
COURT APPOINTED ATTORNEY, JC OFFICE SUPPLIES 20.00 W2 ENVELOPES, JC PRINTING
890.00 SUPPLIES, JEFFERY LITTERICK 12.68 JURY EMPANELMENT 12/6, JEFFREY
LITTERICK 52.68 JUROR FEE DATE SERVED 1/7, JOSEPH BOXLEY 45.00 REIMBURSEMENT,
KALLEO TECHNOLOGIES LLC 770.00 JAIL MEDICAL CONTRACT, KATHRYN HANSON
11.34 JURY EMPANELMENT 12/6, KATHRYN HANSON 51.34 JUROR FEE DATE SERVED 1/7,
KENNETH BRULL 22.06 JURY EMPANELMENT 12/6, KEVIN ESPELAND 11.34 JURY
EMPANELMENT 12/6, KEVIN ESPELAND 51.34 JUROR FEE DATE SERVED 1/7, KONEXUS
1783.00 ALERT SENSE SUBSCRIPTION, LEVI STEWART 28.76 JURY EMPANELMENT 12/6,
LEWIS & CLARK BHS 675.00 MENTAL ILLNESS, LINDA ROSELAND 14.02 JURY
EMPANELMENT 12/6, LINDA ROSELAND 54.02 JUROR FEE DATE SERVED 1/7, LINDA
TURNER 11.34 JURY EMPANELMENT 12/6, LINDA TURNER 51.34 JUROR FEE DATE SERVED
1/7, LOGAN ELECTRIC 2190.00 JAIL REPAIR/MAINTENANCE, LORI JACOBSON 15.73 OFFICE
SUPPLY REIMBURSEMENT, MAHER LAW OFFICE LLP 518.96 COURT APPOINTED
ATTORNEY, MARCIA HULTMAN 11.34 JURY EMPANELMENT, MARGARET MILLER 54.02
JUROR FEE DATE SERVED 12/17, MARK EMERSON 12.68 JURY EMPANELMENT 12/6, MARK
EMERSON 52.68 JUROR FEE DATED SERVED 1/7, MARTIN GUINDON 11.34 JURY
EMPANELMENT 12/6, MAY ADAM GERDES & THOMPSON 15692.00 COURT APPOINTED
ATTORNEY, MCKESSON MEDICAL-SURGICAL 390.34 JAIL MEDICATION, MEIERHENRY
SARGENT LLP 3850.00 COURT APPOINTED ATTORNEY, MELISSA MCCLELLAND 59.38
JUROR FEE DATE SERVED 12/27, MENARDS 262.21 SUPPLIES, MENARDS 312.67
JAILREPAIR/MAINTENANCE, MID DAKOTA RURAL WATER SYSTEM 181.25 HWY
UTILITIES, MIDCO 255.78 BUSINESS INTERNET, MIDCO 105.39 FIRESTATION 4 INTERNET,
MIDWESTERN MECHANICAL 2559.36 JAIL REPAIR/MAINTENANCE, MONTANA DAKOTA

UTILITIES 862.67 COURT HOUSE UTILITIES, NAPA CENTRAL 320.36 HWY PARTS/SUPPLIES, NORTHERN TRUCK EQUIPMENT 6758.28 HWY SUPPLIES, NORTHWEST PIPE FITTING, INC 154.92 JAIL REPAIR/MAINTENANCE, NORTHWESTERN ENERGY 346.31 HWY UTILITIES, OAHE ELECTRIC COOP INC 806.90 HWY UTILITIES, PARS 15000.00 2025 BUDGET ALLOTMENT, PENNINGTON COUNTY JAIL 1386.12 JAIL PRISONER TRANSPORT, PIERRE CITY 57.30 HWY UTILITIES, PLANNING & DEVELOPMENT DIST 2000.00 ANNUAL PARCEL MAINTENANCE, POWER PLAN OIB 557.31 HWY SUPPLIES, RITER ROGERS LLP 724.50 COURT APPOINTED ATTORNEY, RIVER CITIES TRANSIT 2500.00 JAN 25 BUDGET ALLOTMENT, ROBERT HANTEN 56.70 JUROR FEE DATE SERVED 12/17, RONALD NELSON 18.04 JURY EMPANELMENT 12/6, RONALD NELSON 58.04 JUROR FEE DATE SERVED 1/7, RUNNINGS SUPPLY 225.85 SUPPLIES, RUNNINGS SUPPLY 1149.57 SUPPLIES, RYAN FISCHER 55.36 JUROR FEE DATE SERVED 12/27, SANDY STEFFEN 977.00 COURT APPOINTED ATTORNEY, JOAN BOOS SCHUELLER 1817.00 COURT APPOINTED ATTORNEY, SD ACHIEVE DBA LIFESCAPE 60.00 DEC 2024, SD ATTORNEY GENERAL'S OFFICE 437.00 24/7 FUNDS 12/1-12/31 2024, SOUTH DAKOTA DEPART OF HEALTH 1055.00 BLOOD TESTING, SD HOUSING DEVELOP AUTH 1956.01 HR SALARY, SDACC 250.00 2025 SPRING WRKSHP 4/19-20, SENIOR NUTRITION AREA IV 6000.00 2025 BUDGET ALLOTMENT, SERVALL UNIFORM & LINEN CO 122.93 RUGS, SERVALL UNIFORM & LINEN CO 194.96 RUGS, SHANES PHARMACY 322.85 JAIL MEDICATIONS, SHARON KAISER 11.34 JURY EMPANELMENT 12/6, DAVID W SIEBRASSE 17399.32 COURT APPOINTED ATTORNEY, STANLEY COUNTY AUDITOR 26700.00 2025 EXTENSION ALLOTMENT, TAYLER OWENS 52.68 JUROR FEE DATE SERVED 1/7, TAYLOR OWENS 12.68 JURY EMPANELMENT 12/6, THE RIGHT TURN 5000.00 2025 BUDGET ALLOTMENT, K THOMPSON LAW PROF LLC 563.25 COURT APPOINTED ATTORNEY, THOMSOM REUTERS WEST PAYMENT 316.44 WEST LAW SUBSCRIPTION, TIESZEN LAW OFFICE PROF LLC 2261.66 COURT APPOINTED ATTORNEY, TODDS ELECTRIC 934.01 JAIL REPAIR/MAINTENANCE, TOM HUBER 5000.00 JAIL MEDICAL CONTRACT SALARY, TRACY FUERST 52.68 JUROR FEE DATE SERVED 12/27, VANGUARD APPRAISALS, INC 9275.00 EQUALIZATION SOFTWARE, MITCHELL VILHAUER 828.75 COURT ORDERED INVESTIGATION, W W TIRE 2462.14 HWY SUPPLIES, MONA WEIGER 29.40 TRANSCRIPTIONS, WENDELL LAW OFFICE PC 5819.71 COURT APPOINTED ATTORNEY, WENDLIN MALSAM 51.34 JUROR FEE DATE SERVED, WESTERN STATES 255.00 ANNUAL FIRE SPKLR INSPECT 2025, WILLIAM WIESER 54.02 JUROR FEE DATE SERVED 12/27, ZANDER AUTO PARTS 53.98 JAIL REPAIR/MAINTENANCE, ZANDER AUTO PARTS 1445.08 HWY SUPPLIES.

NEW BUSINESS:

PUBLIC HEARING: LIQUOR LICENSE APPLICATION HIGHPOINT HUNTING LODGE, LLC: Time set for 09:00 AM to consider a request from Highpoint Hunting Lodge, LLC to make application for a retail (on-sale) liquor license in Hughes County. Moved by Rounds and seconded by Abernathy to approve that retail (on-sale) liquor license application. All voted Aye. Motion passed.

PUBLIC HEARING: LIQUOR LICENSE APPLICATION THE HILLTOP, LLC: Time set for 09:05 AM to consider a request from The Hilltop, LLC to make application for a package (off-sale) liquor license in Hughes County. Moved by Hohn and seconded by Abernathy to approve that package (off-sale) license application. All voted Aye. Motion passed.

HIGHWAY ENGINEER SELECTION: Moved by Abernathy and seconded by Rounds to approve the selection of Brosz Engineering, Inc. as the consulting engineers for inspection work.

**RESOLUTION NO. 2025-05
BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS**

WHEREAS, 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Hughes County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire Brosz Engineering, Inc. (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds. Moved by Abernathy and seconded by Rounds to approve Resolution No. 2025-05. All voted Aye. Motion passed.

HIGHWAY TRANSPORTATION PLANNING STUDY DOT: County manger Lori Jacobson reviewed the transportation planning study with the Commission and let them know about the March 21, 2025 deadline for applications to be received by DOT.

HUGHES COUNTY SHERIFFS OFFICE ANIMAL FEES: Moved by Hohn and seconded by Abernathy to approve the change to the following fees at the Sheriff's Office; First Offense from \$50.00 to \$75.00, Second Offense from \$75.00 to \$100.00, Third Offense from \$85.00 to \$140.00, and Animal Surrender Fee from \$50.00 to \$70.00. Report Printing Fees (Mugshot, Accident Reports, etc.) from \$4.00 to \$10.00 per report. All voted Aye. Motion passed.

PERSONNEL/HR: Moved by Rounds and seconded by Brown to approve the hire of Cory Big Eagle as a Correctional Officer at the Jail effective January 21, 2025 at \$24.46 per hour. All voted Aye. Motion passed.

Moved by Rounds and seconded by Abernathy to approve the resignation of Highway Superintendent Trent Arbach effective January 31, 2025. All voted Aye. Motion passed.

Moved by Brown and seconded by Abernathy to appoint Nick Dooley as interim Highway Superintendent salaried at \$37,000 per year effective February 1, 2025. All voted Aye. Motion passed.

Moved by Rounds and seconded by Abernathy to approve the establishment of a second Highway Foreman position in place of the Assistant Highway Superintendent for the Highway Department. All voted Aye. Motion passed.

Moved by Abernathy and seconded by Hohn to approve the correction to the Sheriff's Office overtime schedule listed in the December 2, 2024 meeting minutes. Sheriff Deputies will receive overtime for all

hours physically worked over 40 in a one-week period effective December 2, 2024. All voted Aye. Motion passed.

Commissioner Hohn stated that the Shift Differential Pay was not included in the Hughes County employee handbook and the additional pay should not be granted. Moving forward be it known that the Hughes County employee handbook supersedes previous motions that may contradict the handbook.

Moved by Rounds and seconded by Abernathy to approve removing bullet point 2. under Section 4.6 of the employee handbook. Overtime: Eligible employees may be required by the department head, to work overtime. Overtime at a rate of time and a half will be paid under the following conditions. Hours worked outside the scheduled shift, except when the department head approves flexible hours as authorized. All voted Aye. Motion passed.

PUBLIC MEETING GUIDELINES: County Manager Lori Jacobson reviewed public meeting guidelines with the Commission. The Commission would like to discuss and bring back later for review.

LIAISON APPOINTMENTS: Chairman Fines listed the Liaison Appointments for 2025. Moved by Abernathy and seconded by Brown to approve the list of liaison appointments. All voted Aye. Motion passed.

DISCUSSION OF MEETING TIMES: Moved by Abernathy and seconded by Rounds to approve changing the time of the Hughes County Commission meetings to Wednesdays at 9:00 AM. All voted Aye. Motion passed.

PUBLIC COMMENT: None

Moved by Hohn and seconded by Abernathy to adjourn the meeting until **Wednesday at 09:00 AM on February 5, 2025.** All voted Aye. Motion passed.

ATTEST:

Rob Fines, Chairman
Hughes County Commission

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