REGULAR MEETING OF BRULE COUNTY COMMISSIONERS

JANUARY 2, 2024

# The Board of Brule County Commissioners met in regular session at 8:30 a.m. at the Brule County Courthouse. Members present: Carson, DeBoer, Dozark, Swanson and Mairose. Also present: States Attorney, Theresa Maule, Deputy States Attorney Dedrich Koch and Janet Petrak, Central Dakota Times.

Auditor Petrak called the meeting to order. The commissioners signed the oath of office. No public comments or conflicts of interest were noted.

# **ELECT CHAIRMAN & VICE CHAIRMAN**

# County Auditor called for nominations for Chairman of the Board for 2024.

# Commissioner Carson moved and Commissioner Mairose seconded to nominate Donn DeBoer as Chairman for 2024. All members voted aye. Motion carried. Commissioner Carson moved and Commissioner Dozark seconded to cease nominations and a unanimous vote be cast for DeBoer. All members voted aye. Motion carried.

# Commissioner DeBoer then assumed his position as Chairman of the Board and proceeded with the organizational business of 2024.

Commissioner Swanson moved and Commissioner Dozark seconded to nominate Brad Carson as Vice Chairman for 2024. All members voted aye. Motion carried. Commissioner Swanson moved and Commissioner Mairose seconded to cease nominations and a unanimous vote be cast for Carson. All members voted aye. Motion carried.

# 

## **APPROVE MINUTES**

Commissioner Swanson moved and Commissioner Carson seconded to approve the minutes of 12-21-2023 minutes. All members voted aye. Motion carried.

### DESIGNATIONS

Commissioner Carson moved and Commissioner Swanson seconded to approve the following newspaper designations.

Official Newspapers

1. Central Dakota Times

All members voted aye. Motion carried.

Commissioner Carson moved and Commissioner Swanson seconded to approve the following places for mortgage sales.

2024 Chattel Mortgage Sales will be held at the following places:

1. East door of the Courthouse
2. Kimball Livestock Exchange
3. County Highway Office in Kimball SD
4. Ag Building in Pukwana SD

Commissioner Carson moved and Commissioner Swanson seconded to approve the following as official posting places for Brule County.

Official Posting Places pursuant to SDCL: 17-3-1

1. Bulletin board inside east door of Courthouse
2. Bulletin board at Brule County Highway Office in Kimball SD
3. Bulletin board at Sheriff’s Office in Chamberlain SD

All members voted aye. Motion carried.

Commissioner Carson moved and Commissioner Swanson seconded to designate the following banks as depositories for County funds.

1. First Dakota Bank, Chamberlain SD
2. First Interstate Bank, Chamberlain, SD
3. Wells Fargo Bank, Chamberlain, SD

All members voted aye. Motion carried.

### APPOINTMENTS

Commissioner Carson moved and Commissioner Swanson seconded to approve the following re-appointments.

1. Coroner – Darrell Miller
2. Board of Health – Dr. Jones

All members voted aye. Motion carried.

### COMMISSIONER LIAISON ASSIGNMENTS FOR 2024

Commissioner Dozark moved and Commissioner Swanson seconded to approve the following assignments for 2024. All members voted aye. Motion carried.

|  |  |
| --- | --- |
| 911 Board | DeBoer |
| Ag Building | Mairose/Swanson |
| Ambulance Joint Powers Board | Dozark |
| Court Security Committee | Carson/Dozark |
| Courthouse | Carson/Mairose |
| District III Planning & Development | Carson/Assessor as Proxy |
| Emergency Management Service | DeBoer |
| Extension Board | Dozark |
| Highway Supervisors | Mairose/DeBoer |
| Jail | Swanson/DeBoer |
| Lake Francis Case | Swanson |
| Landfill | DeBoer |
| MRC Regional Railroad Authority | Carson/Dozark |
| Planning & Zoning Board | Swanson/Dozark |
| Purchasing Committee | Auditor/Treasurer/Dozark |
| Resource, Conservation & Development | Mairose |
| Safety Committee | Auditor/Assessor/Register of Deeds |
| Senior Citizens | Swanson |
| Weed/Pest | Mairose |

### COUNTY BURIAL

Commissioner Swanson moved and Commissioner Mairose seconded to increase the burial rates 3% for 2024, for a maximum of $3,379.00 for county burials: This includes burial and services. Minimum outer burial container if required by cemetery of burial by invoice not to exceed $1400.00. Opening and Closing at actual cost by invoice not to exceed $600. Lot at actual cost by invoice not to exceed $614.00. Mileage will be at .41/mile.

Fee for Cremations - $2,856.00 to include service and cremation. Opening and Closing at actual cost by invoice not to exceed $600. Lot at actual cost by invoice not to exceed $614.00. All members voted aye. Motion carried.

Commissioner Mairose moved and Commissioner Swanson seconded to amend the motion regarding the mileage rate in the County Burial, increasing it to .51/mile. All members voted aye. Motion carried.

### ELECTION RATES

Commissioner Carson moved and Commissioner Mairose seconded to set the Election Official rates as follows: Election School $25.00; Election Day $350.00/day; Mileage, county rate (.51/mile); Resolution board, $25/hour, absentee board members $25.00/hour and Post Election Board Members $25.00/hour. All members voted aye. Motion carried.

**POLLING LOCATIONS**

Commissioner Dozark moved and Commissioner Carson seconded to set the polling locations for the 2024 and upcoming elections as follows:

**Precinct One** – **Brule County Courthouse** – Chamberlain City, Chamberlain and Brule Township registered voters;

**Precinct Two** – **Kimball Legion** – Kimball City Wards 1,2 and 3, Lyon, Plummer, Waldro, Willow Lake, Kimball, Plainfield, Highland, Wilbur; Pleasant Grove and Torrey Lake Townships**;**

**Precinct Three – Pukwana Community Center –** Pukwana Town, West Point, Union, Pukwana, Cleveland, Red Lake and Smith Townships;

**Precinct Four – Ola Church –** America, Grandview, Ola, Eagle and Richland Townships.

### OUT-OF-COUNTY MEETINGS

Commissioner Swanson moved and Commissioner Mairose seconded that county officials and employees who attend official out-of-county meetings be reimbursed up to $100.00 for lodging, prior approval needed for any exceptions to the above rates. Meals - $25.00 for one day conferences and $45.00/day for overnight conferences. If County vehicle not available and own vehicle used .51/mile. All members voted aye. Motion carried.

### UNPAID TAX LIST

Treasurer, Doreen Priebe, presented the Board a list of unpaid taxes for their review at the close of business on 12-31-2023.

**PERSONNEL**

Commissioner Swanson moved and Commissioner Mairose seconded to approve payment of the following wages and salaries for 2024. All members voted aye. Motion carried.

|  |  |  |
| --- | --- | --- |
| Andera, Glenda | Register of Deeds | 54,733.16 |
| Benton, Katheryn | Emergency Manager | 18,283.00 |
| Bilben, Mark | Deputy Sheriff | 20.80 |
| Blaine, Desiree | Jailer | 19.80 |
| Burfeindt, Lesley | Administrative Deputy | 47,832.00 |
| Butterfield, Brenda | Highway Worker | 19.57 |
| Carson, Brad | Commissioner | 8,093.36 |
| Casey, Christian | Jailer | 20.00 |
| DeBoer, Donn | Commissioner | 8,093.36 |
| Dozark, Gary | Commissioner | 8,093.36 |
| Duba, Dwight | Highway Worker | 21.17 |
| Edwards, Chai | Jailer | 18.85 |
| Engel, Tory | Administrative Asst – States Atty | 18.90 |
| Galpin, Donald | Highway Worker- Part time | 22.00 |
| Graves, Bob | Custodian | 18.60 |
| Haugen, Joshua | Highway Worker | 20.25 |
| Hrdlicka, Kris | Deputy Register of Deeds | 17.05 |
| James, Tammy | Deputy Treasurer | 16.93 |
| King, Alyssa | Deputy Auditor | 16.80 |
| Koch, Dedrich | Deputy States Attorney | 20,526.60 |
| Larsen, Ronald | Highway Worker | 20.92 |
| Maule, Theresa | States Attorney | 103,574.60 |
| Mairose, Gregory | Commissioner | 8,093.36 |
| Meyer, Steve | States Attorney Helper | 15.00 |
| Miller, Darrell | Sheriff | 63,440.30 |
| Olney, Beandri | Deputy Director of Equalization | 15.93 |
| Olney, Chase | Highway Worker | 19.59 |
| Parker, Stephenie | Jailer | 19.80 |
| Petrak, Pamela | Auditor | 54,733.16 |
| Piskule, LeeAnn | Jailer | 19.80 |
| Powers, Scott | Deputy Sheriff | 22.63 |
| Priebe, Doreen | Treasurer | 54,733.16 |
| Schlaffman, Mike | Highway Superintendent | 57,613.46 |
| Schumacher, Ira | Administrative Assistant - Highway | 18.69 |
| Swanson, Chelsea | Jailer | 19.80 |
| Swanson, Sharman | Commissioner | 8,093.36 |
| Thomas, Tim | Veteran Service Officer (Brule/Buffalo) | 21,680.00 |
| Thompson, Lester Jr | Jailer | 19.75 |
| VanderWindt, Jackson | Deputy Sheriff | 20.00 |
| Washington, Louis | Highway Worker | 19.80 |
| Wranek, Desiree | Director of Equalization | 54,733.16 |
|  | Planning & Zoning Admin | 4,121.59 |

Commissioner Dozark moved and Commissioner Carson seconded to approve the following part time and starting wages:

Courthouse personnel: $15.00/hour; Highway Outside Workers $20.00/hour.

Starting Wage: Courthouse $16.25

Deputies $19.74

Jailers $19.74

Highway Admin Asst $19.57

Outside Highway Workers $19.57

Custodian $16.25

Sheriff/Admin Asst $16.92

Commissioner Mairose moved and Commissioner Dozark seconded to hire Brenda Butterfield effective 1-4-2024 at $19.57/hour (.50 less during probation). All members voted aye. Motion carried.

**JAIL CONTRACT**

Commissioner Carson moved and Commissioner Swanson seconded to sign a contract with Beadle County Juvenile Detention Center for 2024 at $325.00/day. All members voted aye. Motion carried.

**GLOBAL LIFE LIBERTY NATIONAL INSURANCE**

Commissioner Carson moved and Commissioner Swanson seconded to deny Global Life Liberty National Insurance to visit with the County employees. All members voted aye. Motion carried.

**EXECUTIVE SESSION**

Commissioner Swanson moved and Commissioner Dozark seconded to enter executive session at 8:31 am to discuss personnel issues. Executive Session over at 8:53 am. No action taken.

## **REPORTS & CORRESPONDENCE**

The following reports were received and placed on file in the County Auditor’s office: Peterson Land & Auction – Sale of County Items, SD Hall of Fame Thank You Letter.

## **ADJOURNMENT**

Commissioner Carson moved and Commissioner Swanson seconded to adjourn at 10:11 am with the next meeting being held on 1-18-2024 at 9:30 am. All members voted aye. Motion carried.

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PAMELA PETRAK DONN DEBOER

BRULE COUNTY AUDITOR BOARD OF BRULE COUNTY COMMISSIONERS