

HAAKON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 5, 2022

The Haakon County Commissioners met for their Regular Meeting on Tuesday, April 5th, 2022. Chairman Steve Daly called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance. A quorum was established with the presence of Chairman Daly, Vice-Chairman Lincoln Smith, Commissioner Tom Radway, Commissioner Mike Gebes and Commissioner Nick Konst.

Also attending the meeting were Auditor Carla Smith, Deputy Auditor Stacy Pinney, States Attorney Marty Jackley by phone, Emergency Manager Lori Quinn, Weed & Pest Tim Quinn, Assistant Highway Superintendent Val Williams, Weed & Pest Virgil Smith, Health Nurse Heidi Burns, Extension Services Kaycee Jones, Clerk Rebekah Taylor and Pioneer Review Representative Tami Ravellette.

All motions were approved unanimously unless otherwise noted.

Commissioner Gebes motioned, second by Smith, to approve the agenda.

The March 1, 2022 Regular Meeting minutes, March 9, 2022 Special Meeting minutes and the March 18, 2022 Special Meeting minutes were reviewed and motioned by Radway, second by Konst to approve.

Chairman Daly opened the three bids received for the surplus Weed & Pest four-wheeler. Ed Briggs bid \$2,699.01. Marty Hanson bid \$1,155.00. Keith Smith bid \$2,750.00. Gebes motioned, second by Smith to accept Keith Smith's bid.

The Haakon County Public Library completed and submitted to the state the annual report. It was noted this was the first report of the combined Midland and Philip libraries.

Health Nurse Heidi Burns and Extension Services Kaycee Jones joined the meeting briefly to introduce Rebekah Taylor as the new full-time clerk to be shared between the offices.

Emergency Manager Lori Quinn reported the Pre-Disaster Hazard Mitigation Plan has been finalized and is in the process of review by the State of SD and FEMA. Quinn also discussed the dry conditions and possibly doing a drought disaster declaration if substantial moisture does not happen soon. May also pull together a task force of fire chiefs, commissioners and other area stakeholders to address the situation. Quinn went on to discuss Cybersecurity issues and the need for an assessment to see where the county could do better with protecting sensitive data. Backups are already done nightly and kept in a safe and an offsite location. Quinn and Deputy Pinney will be working together on this to get a free assessment done with either Homeland Security or through Dakota State University.

State's Attorney Marty Jackley reported that court will be on Wednesday, April 13th. A trial will be held in the morning with other cases to be heard in the afternoon.

Deputy Pinney gave the Auditor/Treasurer Report. The roofing project on the courthouse is still in line to be done with no specific date scheduled yet. Gwen Morgan has been hired as the new Deputy Treasurer. There are several election races for the June Primary Election. Information can be found on the SD Secretary of State website. The ARPA program has the first report due at the end of April. Monthly bills are beginning to include a fuel surcharge on services and deliveries. Damage has been done to the front bumper of one of the county vehicles. The Sheriff's office is in the process of reviewing the video from the last two weeks. Auditor Smith and Deputy Pinney will be attending the spring workshop for SD Association of County Officials in Pierre on May 3rd and 4th. Discussion was held on when to hold the regular May Commissioner Meeting. Director Frink has offered to conduct the meeting so the property appeal process can be closed and work finished to transfer to the Auditor office on time. No decision was made.

The commissioners then discussed a variety of actions and motions. Gebes motioned, second by Smith to remove Kathy Lindemann from the First National Bank signature card and to add Gwen Morgan as the new hire in the Treasurer's office. Smith motioned, second by Konst to approve Monday, April 18th as the Easter Holiday with closing the Courthouse. Gebes motioned, second by Radway to mover the regular June 7th meeting to June 9th. This is due to June 7th being Primary Election Day and the need to meet afterward to canvas the election. Smith motioned, second by Radway to rescind the motion from the March 1, 2022 meeting regarding the Extension Service auto supplement to the Supply Budget and to make the motion read auto supplement to the County Fair Supply Budget. The Mental Illness budget is already over for the year. A history of expenses was discussed. Smith motioned, second by Radway to do a \$5,000 supplement to the Mental Illness budget. The formal process of doing such supplement will start at the next regular meeting. Smith motioned, second by Radway to set up the AT&T Mobility bill on autopay with the credit card due to irregular billing cycle and statement receipt. A resolution was presented to provide for payment of inmate medical expenses to be paid at the Medicaid rates. Gebes motioned, second by Radway to adopt Resolution 2022-07.

RESOLUTION 2022-07
A RESOLUTION FOR PAYMENT
OF JAIL MEDICAL EXPENSES

WHEREAS, the Board of Commissioners of Haakon County have, in the past, paid all jail medical expenses at the South Dakota State Medicaid rates, per the Providers Schedule available to counties through the SD Department of Social Services, and

WHEREAS, The Board of County Commissioners have not, in the past, approved any payments above the limits set by the Providers Schedule,

THEREFORE, The Board of Commissioners of Haakon County does resolve to use South Dakota Medicaid rates as set out in the Providers Schedule available to counties through the SD Department of Social Services for payment of all medical charges incurred by any jail inmates Haakon County is responsible for.

Dated this 5th day of April, 2022.

/s/ Steve Daly, Chairman

/s/ Carla Smith, Auditor

A request was received from David Reiss with Central South Dakota Enhancement District to use open-source GIS parcel data already available to develop an online map resource to display COVID and disaster response resources across the district. The letter received is a paper trail to let us know what is being worked on.

Resolution 2022-08 Bridge Reinspection Program was presented after the March 1, 2022 regular meeting with an urgency of adoption. Votes were taken by phone. Formal motion to approve was made by Radway, second by Smith. This is a recurring resolution happening every two years.

Resolution 2022-08
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, Haakon County is desirous of participating in the Bridge Inspection Program. The County requests SDDOT to hire Brosz Engineering, Inc. 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.

Dated this 9th day of March, 2022, at Philip, South Dakota.

Board of County Commissioners of Haakon County

ATTEST: /s/ Steve Daly, Chairman of the Board /s/ Carla Smith, County Auditor

The Bridge Improvement Grant (BIG) Agreement for Rehabilitation/Replacement was presented for signature. Konst motioned, second by Radway to authorize the Chairman of the Commission to sign on behalf of the county.

Several Highway Department issues were discussed. Status of Deep Creek Shop repairs and possible solutions, Commissioners Gebes, Konst and Daly offered to look into options and costs; Deep Creek area road conditions; working agreements with neighboring Stanley County on road maintenance of Lone Tree Rd, Kirley Rd, Saddle Butte Rd, Alleman Rd, Paulsen Rd and Terry Hand Rd. Work done on Manilla Rd recently was done on Friday and Saturday outside of regular work schedule.

At 2:33pm Gebes motioned, second by Smith to enter Executive Session on personnel issues per SDCL 1-25-2. Everyone left except the commissioners and Hwy Assistant Superintendent Williams. At 3:10 pm the commissioners exited the Executive Session citing No Action Taken. A short break was taken.

Gebes motioned, second by Smith to promote Val Williams to Highway Superintendent. Williams is to report to the commissioners by the end of April or the May Regular meeting if she would like to hire a secretary.

Konst motioned, second by Gebes to amend the Wage Resolution 2022-03 to reflect wage increase of Highway Superintendent from \$22.06 to \$23.06, Highway workers wage increase from \$18.03 to \$19.03. Change the Hwy Assistant Superintendent to Highway Administrative Assistant. Leave the Highway Foreman position as is.

RESOLUTION 2022-03 (AMENDED 4/5/2022)

HAAKON COUNTY BOARD OF COMMISSIONERS

PHILIP, SOUTH DAKOTA

January 4, 2022

WHEREAS, SDCL 7-7-20 STATES THAT THE Board of Haakon County Commissioners shall fix the number of deputies and secretaries, the time of employment and the compensation they shall receive in the offices;

BE IT RESOLVED, that one permanent **full-time deputy** shall be designated for the office of the Auditor; one permanent **full-time deputy** shall be designated for the office of the Treasurer; **one full-time deputy** for the office of the sheriff; one permanent **full-time certified deputy** for the office of Director of Equalization and one permanent **full-time deputy** split between the office of Register of Deeds and Sheriff. The Deputy DOE will be hired at \$15.45 if non-certified and \$16.48 if already certified. Certification is to be completed within one year of hiring date.

Starting hourly wage for permanent full-time highway worker has been set at \$15.45 per hour for the first three months if hired without a CDL. Starting wage will be \$16.48 if employee has a CDL when hired or when it's obtained and will continue until the six-month probation is complete. **A CDL must be obtained within the first three months of employment.**

For permanent full-time deputies, starting hourly wage has been set to \$15.45 per hour for the first three months, \$16.48 per hour for the second three months and \$17.51 thereafter. If the need arises for part-time temporary highway workers, the salary rate is set at \$18.03 per hour. For temporary part-time deputies the salary rate is set at \$15.45 per hour.

Commissioner...mileage+.....\$598.35/mo

Auditor.....\$3,531.05/mo
 Deputy Auditor.....\$17.51/hr
 Treasurer.....\$3,531.05/mo
 Deputy Treasurer.....\$17.51/hr
 Register of Deeds.....\$3,531.05/mo
 Certified DOE Deputy.....\$17.51/hr
 Deputy ROD/Sheriff Secretary...\$17.51/hr
 Director of Equalization.....\$3,531.05/mo
 Sheriff.....\$4,063.34/mo
 Deputy Sheriff.....\$3,346.79/mo
 Library Director.....\$15.45/hr
 Assistant Librarian.....\$10.30/hr
 Librarian Midland.....\$535.60/mo
 States Attorney.....\$3,398.54/mo
 States Attorney Clerk.....\$1,155.90/mo
 CHN/WIC Secretary.....\$15.45/hr
 Extension Office Clerk.....\$15.45/hr
 Custodian.....\$17.51/hr
 Weed Supervisor.....\$18.03/hr
 Veterans Officer.....\$738.67/mo
 EM manager.....\$17.51/hr
 Hwy Superintendent.....~~\$22.06/hr~~ \$23.06/hr
 Hwy Foreman.....\$20.60/hr
~~Hwy Assistant Superintendent.....\$18.91/hr~~
 Hwy Administrative Assistant.....\$18.91/hr
 Hwy Worker.....~~\$18.03/hr~~ \$19.03/hr

Dated this 5th day of April, 2022.
 HAAKON COUNTY COMMISSIONERS
 Steve Daly, Chairman

ATTEST:
 Carla Smith, Auditor

Smith motioned, second by Konst, to advertise for the Foreman position.

Additional Highway Department issues were discussed. The surplus list needs to be reviewed and any items to be for sale need to be appraised by three individuals from the county. Commissioners Konst and Daly volunteered to work on this.

Tim Quinn joined the meeting again as a representative of the Milesville Fire Department. A meeting was held the night before to discuss building a new fire hall. The county had been invited to see if there was interested in building a single structure large enough to house both entities. Financing is a large proponent on this project, the Fire Department can get loans/grants where the county probably could not. Discussion continued on the size required for height and width of building and doors. No decisions were made.

The final Highway Department topic discussed was regarding the speed bumps in Midland. Some have changed in effectiveness either worn down or become aggressive. This is to be addressed by the highway workers.

Smith motioned, second by Gebes to approve and sign all bills and warrants, including late bills. While Signing warrants, the commissioners asked Deputy Pinney to review information on board management software.

At the request of Auditor Smith, Commissioner Gebes motioned, second by Commissioner Smith to enter Executive Session regarding Personnel according to SDCL 1-25-2. Everyone left the meeting room except the commissioners and Auditor Smith. Upon exiting at 4:02pm, No Action Taken was cited.

Commissioner Smith motioned, second by Konst to adjourn the meeting.

The Haakon County Board of Equalization will hold a meeting on April 12, 2022 at 1:00 pm.

The next Regular Meeting will be held Tuesday, May 3, 2022, at 1:00 PM in the Commissioners Room of the Courthouse.

The Gross Courthouse Salary and Payroll Warrants for the month of March 2022 were: **Commissioners** - \$2,991.75; **Auditor** - \$6,332.65; **Treasurer** - \$3,531.05; **States Attorney** - \$4,554.44; **Director of Equalization** - \$6,332.65; **Register of Deeds** - \$4,949.36; **Janitor** - \$2,801.60; **Vet Service** - \$738.67; **Sherriff** - \$8,828.44; **Weed Control** - \$306.51; **Highway** - \$22,083.84; **WIC/CHN** - \$339.90; **Library** - \$2,520.93; **Extension** - \$1,151.03; **Emergency Manager** - \$1,374.54; **Wellmark Insurance** - \$14,994.68; **AFLAC** - \$251.35; **SDRS** - \$7,062.88; **SDRS-SRP** - \$2,800.00; **Dearborn National Life** - \$128.52; **Delta Dental** - \$981.04; **Vision Service Plan** - \$263.64; **Colonial Life** - \$73.47; **Fidelity Security (SIS)** - \$1,201.19; **Haakon County** - \$50.00; **1st National Bank (SS & WH)** - \$13,073.31

The monthly Auditor/Treasurer Report for February 2022, work done in March 2022 is as follows:

| | |
|--------------------------------|----------------|
| Cash Management Account | \$5,574,221.66 |
| ARPA Federal Grant | \$184,628.77 |
| Certificate of Deposit | \$235,000.00 |
| Certificate of Deposit-Library | \$67,121.68 |
| Checks/Cash on Hand | \$15,958.16 |
| Bank Balance | \$4,333.94 |
| Total | \$6,081,264.21 |

The following fuel bids for March 2022 were submitted as:

| | | | | | | |
|-----|---------|-----|--------|--------|--------|--------------|
| HWY | 3/3/22 | CHS | \$3.12 | Hanson | \$3.49 | Gas |
| | 3/3/22 | CHS | \$3.26 | Hanson | \$3.49 | No. 1 Diesel |
| | 3/21/22 | CHS | \$4.03 | Hanson | \$3.99 | No. 1 Diesel |

The Vendor Warrants for late bills, utilities and entity payments for February paid in March 2022 were presented as: **Commissioners:** Pioneer Review, Publishing, \$248.12; Auditor: Connecting Point, Prof Fees/Computer Support, \$43.00, Golden West Tele Co, Telephone, \$204.97, Pioneer Review, Supplies, \$44.00, Total: \$291.97; **Treasurer:** Connecting Point, Prof Fees, \$4.00, Golden West Tele Co, Telephone, \$84.10, Total: \$88.20; **Courthouse:** Kieffer Sanitation, Utilities, \$111.31, Kone Inc, Prof Fees, \$308.99, West Central Electric, Utilities, \$818.33, Total: \$1238.63; **Dir of Equal:** Connecting

point, Prof Fees, \$4.00, Golden West Tele Co, Telephone, \$58.87, Total: 462.87; **Reg of Deeds:** Connecting Point, Prof Fees, \$2.00, Golden West Tele Co, Telephone, \$118.16, Total: \$120.16; **Vet Service:** Golden West Tele Co, Telephone, \$46.47; **Sheriff:** AT&T Mobility, Utilities, \$135.84, Connecting Point, Prof Fees, \$8.00, Golden West Tele Co, Utilities, \$135.84, SD Public Health Lab, Lab Fees-State & Local, \$80.00, Total: \$325.60; **Jail:** Avera Medical Group, Jail Exp, \$97.00, Winner Regional Health, Jail Exp, \$183.37, Total: \$280.37; **Coroner:** SD Public Health Lab, Coroner, \$100.00; **Health Nurse:** Pioneer Review, Prof Serv, \$129.00; **Library:** Golden West Tele Co, Utilities, \$129.54, Postmaster, Supplies, \$62.00, Total: \$191.54; **Ext Service:** Golden West Tele Co, Telephone, \$63.77; **RD & BD:** Golden West Tele Co, Utilities, \$264.38, Kieffer Sanitation, Utilities, \$111.31, Pioneer Review, Publishing, \$285.16, Sanford Laboratories, Prof Services, \$242.00, West Central Electric, Utilities, \$662.36, West River Lyman Jones, Utilities, \$207.50, Total: \$1,772.71; **9-1-1:** Golden West Tele Co, 911, \$253.99, City of Winner, 911, \$2,552.48, Total: \$2,806.47; **Emergency & Disaster:** Postmaster, Other Exp, \$62.00; **Schools:** Haakon School Dist #27-1, February 2022 Apportionment, \$202,250.77, Kadoka Area School Dist #35-2, February 2022 Apportionment, \$45,162.52, Total: \$247,413.29; **Cities & Towns:** City of Philip, February 2022 Apportionment, \$53,203.02, Town of Midland, February 2022 Apportionment, \$3,987.27, Total: \$56,190.29; **Water Dist:** West River Water Develop Dist, Amt Held, \$1,720.15; **State Motor Vehicle:** SD Dept of Rev, State MV Amt Held, \$57,412.20; SD Dept of Rev, State DL Amount Held, \$845.00; **Fire Dist:** Midland Fire Protection Dist, Amt Held, \$1,364.63, Milesville Fire Dist, Amt Held, \$1,313.51, Total: \$2,678.14; **Birth & Death Fees:** SD Dept of Reg, Amt Held, \$640.00; **Modern/Preservation:** SDACO, M&P Amt Held, \$54.00; **Total Checks: \$374,780.85.**

The Vendor Warrants for March 2022 paid in April 2022 were presented and approved as:

Commissioner: NASAP, Annual Due & Member Fees, \$39.00, Pioneer Review, Publishing, \$301.40, Total: \$340.40; **Election:** Philip Hardware, Supplies, \$31.45; **Courts:** Matthew Bender & Co Inc, Supplies, \$78.08; **Auditor:** Capital One Bank, Prof Fees/Computer Support, \$13.31, Connecting Point, Prof Fees/Computer Support, \$120.00, Connecting Point, Supplies, \$67.00, Office Depot, Supplies, \$27.63, Quill, Supplies, \$323.55, SDACO, Travel, \$370.00, Total: \$921.49; **Treasurer:** Capital One Bank, Supplies, \$130.99, Philip Hardware, Supplies, \$19.99, SDACO, Travel, \$185.00, Total: \$335.98; **St Atty:** Capital One Bank, Supplies, \$12.53, Kemnitz Law Office, Rent, \$167.00, Kemnitz Law Office, Telephone, \$125.00, Total: \$304.53; **Court Appointed Atty:** Rensch Law Office, \$60.60; **Courthouse:** Capital One Bank, Supplies, \$125.94, City of Philip, Utilities, \$79.23, Coyle's SuperValu, Supplies, \$15.20, Philip Hardware, Supplies, \$131.53, Kieffer Sanitation, Utilities, \$125.17, Traci Radway, Supplies, \$54.98, Revenant Power Sports, Repairs & Maint, \$220.00, Servall Uniform, Supplies, \$299.82, Total: \$1,051.87; **Dir of Equal:** Capital One Bank, Prof Fees, \$650.00, Capital One Bank, Supplies, \$22.98, Capital One Bank, Other Exp, \$80.00, Capital One Bank, Computer Equipment, \$56.99, Coyle's Service, Fuel, \$57.00, Pioneer Review, Publishing, \$245.36, Quill, Supplies, \$11.39, Vanguard Appraisals, Inc, Prof Fees, \$1,000.00, Total: \$2,123.72; **Reg of Deeds:** Government Forms & Supplies, Supplies, \$188.45, McLeod's Printing & Supply, Supplies, \$79.92, SDACO, Travel, \$185.00, Total: \$453.37; **Sheriff:** AT&T Mobility, Utilities, \$101.76, Capital One Bank, Fuel, \$176.18, Capital One Bank, Travel, \$12.84, TriTech Software Systems, Other Exp, \$2,175.22, Coyle's Service, Fuel, \$635.65, Coyle's SuperValu, Supplies, \$13.98, D&T Auto Parts, Repairs & Maint, \$139.36, Philip Hardware, Supplies, \$13.46, MG Oil Company, Fuel, \$55.01, Philip Health Services, Lab Fees-State and Local, \$70.00, Walker Automotive, Repairs & Maint, \$60.00, Total: \$3,453.46; **Jail:** Winner Family Drug, \$32.00, Pennington County Jail, \$850.00, Winner Police Department, \$3,911.98, Total: \$4,793.98; **Health Nurse:** Pioneer Review, Prof Serv, \$96.75; **Mentally Ill:** Audra Hill Consulting, Prof Serv, \$172.01; **Library:** Pioneer Review, Supplies, \$44.00, Quill, Supplies, \$15.99, Total: \$59.99; **Ext Service:** Kaycee Jones, Travel & Supplies Reimbursement, \$253.01, Pioneer Review, Other Exp, \$96.75, SDSU Ext, Travel, \$139.12, Total: \$488.88; **Weed Control:** Pioneer Review, Publishing, \$131.28, Schofield Welding, Supplies, \$28.77, Warne Chemical, Repairs & Maint, \$85.00, Warne Chemical, Supplies, \$158.83, Total: \$403.88; **RD & BD:** A & A Tire & Repair, Repairs & Maint, \$191.60, Butler

Machinery, Repairs & Maint, \$7,433.59, CHS River Plains, Fuel, \$9,200.08, D & T Auto Parts, Repairs & Maint, \$507.19, D & T Auto Parts, Supplies, \$47.13, Ernie's Building Center, Supplies, \$122.14, Hanson Oil, Fuel, \$1,854.33, Hanson Oil, Utilities, \$3,598.12, Philip Hardware, Supplies, \$492.08, Heartland Waste, Utilities, \$26.63, Kennedy Implement, Repairs & Maint, \$340.00, Kennedy Implement, Supplies, \$674.85, Kieffer Sanitation, Utilities, \$125.17, Menards, Supplies, \$110.96, Philip Motor, Repairs & Maint, \$2,770.75, Pioneer Review, Publishing, \$215.00, SD Federal Property Agency, Supplies, \$15.00, Town of Midland, Utilities, \$78.50, Valarie Williams, Travel, \$125.43, Total: \$27,928.55; **Emergency & Disaster:** Capital One Bank, Equipment, \$187.97, Western Communications, Other Exp, \$300.00, Total: \$487.97; **Reg of Deeds M&P:** Microfilm Imaging Systems, M&P Services, \$370.00; Total Checks: \$43,956.96.

HAAKON COUNTY COMMISSION

Steve Daly, Chairman

ATTEST:

Carla Smith, Auditor

Stacy Pinney, Deputy Auditor