

Minutes of the Custer County Commission Meeting Wednesday, January 10, 2024

Members present:

Commissioners Jim Lintz, Mark Hartman, Mike Linde, Michael Busskohl, Craig Hindle and Commission Legal Counsel Aaron Davis and Dawn McLaughlin, Finance Officer.

A. Commission Meeting was called to order at 8:00 AM followed by the Pledge of Allegiance.

B. Adopting of the agenda

1. Amend Agenda to add: Combined Election Agreement under "G", Item 2; Hermosa. Motion to approve Agenda as amended made by Hartman; seconded by Linde; vote taken, all aye; motion carried.

C. Consent Agenda

1. Approve Minutes of December 28, 2023 Commission Meeting.
2. Monthly Reports

| EXPENSE | \$ | DATE | 12/20/2023 |
|-------------------|-----------------|----------------------|-----------------|
| TRAVEL | \$ 14,755.56 | TICKET COLLECTIONS | YEAR DUE |
| ACH DEPOSITS | \$ 1,679.87 | 2022 | \$ 2,061.55 |
| CC PAYMENTS | \$ 8,866.89 | 2021 | |
| | \$ 4.85 | 2020 | |
| | \$ 300.00 | 2019 | |
| | \$ 7,685.00 | 2018 | |
| | \$ 7.00 | 2017 & PRIOR | |
| | \$ 100,714.00 | TOTAL | \$ 2,061.55 |
| | | REGISTRATION FEE | \$ 15.00 |
| | | BOAT ANCHOR FEE | \$ 12.00 |
| | | INDEBT TAX | \$ 888.82 |
| | | LIBRARY FEE | \$ 88.00 |
| | | SALES | \$ 8,680.42 |
| | | TOTAL FINE COLLECT | \$ 9,684.24 |
| | | REGISTRATION | \$ 6,496.65 |
| | | BOAT | \$ 128.00 |
| | | INDEBT TAX | \$ 888.82 |
| | | LIBRARY FEE | \$ 88.00 |
| | | SALES | \$ 8,680.42 |
| | | TOTAL | \$ 16,281.89 |
| | | COIN | \$ 31.25 |
| | | CURRENCY | \$ 675.08 |
| | | CHECKS | \$ 28,679.48 |
| | | TOTAL CASH & CHECKS | \$ 29,374.81 |
| | | CASH ITEMS | \$ 1,000.00 |
| | | TOTAL | \$ 30,374.81 |
| 1ST INTEREST BANK | \$ 306,884.54 | BOAT DECALS | \$ 230.80 |
| ACQUIRED INTEREST | \$ 17,517.55 | TOTAL BUD | \$ 7,285.40 |
| 1ST INTEREST BANK | \$ 1,287,286.51 | SALES TAX | \$ 28.54 |
| 1ST INTEREST BANK | \$ 80,758.77 | SALES TAX | \$ 22,882.40 |
| 1ST INTEREST BANK | \$ 521,211.45 | SALES TAX | \$ 1,787.34 |
| 1ST INTEREST BANK | \$ 42,096.61 | TOTAL TAX | \$ 24,698.28 |
| 1ST INTEREST BANK | \$ 38,500.14 | TOTAL | \$ 46,287.26 |
| 1ST INTEREST BANK | \$ 308.65 | PREVIOUS BALANCE | \$ 6,461,267.36 |
| 1ST INTEREST BANK | \$ 111,603.50 | YEAR ACQUISITION FEE | \$ 8,628,676.21 |
| 1ST INTEREST BANK | \$ 10,128.00 | VIDEO CHECK | |
| 1ST INTEREST BANK | \$ 156,050.97 | LESS DEBITMENTS | \$ 188,798.89 |
| 1ST INTEREST BANK | \$ 18,113.85 | PREVIOUS BALANCE | \$ 8,628,721.21 |
| 1ST INTEREST BANK | \$ 4,958.00 | TOTAL | \$ 8,628,721.21 |
| 1ST INTEREST BANK | \$ 3,962.50 | INTEREST | \$ 88,267.20 |
| 1ST INTEREST BANK | \$ 362,868.15 | REQUIRED BALANCE | \$ 1,539,800 |
| 1ST INTEREST BANK | \$ 7,891,444.30 | | \$ 87,887.18 |
| 1ST INTEREST BANK | \$ 74,194.00 | | |
| 1ST INTEREST BANK | \$ 8,418,722.17 | | |

| GENERAL FUND | |
|-------------------------------|-----------------|
| ACR | \$ 2,048.00 |
| BOARDS | \$ 3,025,589.83 |
| TOTALS | \$ 3,027,637.83 |
| ACQUIRED INTEREST | \$ 17,517.55 |
| TOTAL | \$ 3,045,155.38 |
| 1ST INTEREST BANK CD 12/20/23 | \$ 38,580.14 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 81,680.61 |
| TOTAL | \$ 120,260.75 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 21,568.34 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 42,869.80 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 15,233.55 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 5,808.28 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 18,552.02 |
| TOTAL CD'S IN CU | \$ 120,602.09 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 18,076.00 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 188,888.38 |
| 1ST INTEREST BANK CD 12/15/23 | \$ 588,889.87 |
| TOTAL | \$ 795,854.25 |
| TOTAL | \$ 120,602.09 |
| TOTAL INVESTMENTS | \$ 4,522,679.83 |
| TOTAL PURCHASE PRICE | \$ 2,068,388.88 |
| SALES LOSS | \$ 68,775.18 |
| ESTIMATED VALUE | \$ 2,000,613.70 |

| DEPOSITS | |
|--|--------------|
| REVENUE FROM 2024 | \$490.05 |
| ACCOUNT FOR MISC 2024 | \$329.80 |
| CHEQUE DEPOSITED BY STEVE ESSER | \$134.62 |
| TOTAL \$1,428.87 | |
| DISBURSEMENTS | |
| NEW PAPERWORK FOR DEC 2023 | \$100,758.00 |
| NEW PAPERWORK | \$7.00 |
| NEW PAPERWORK LIST BOND REGISTERED | \$599,592.00 |
| SUBWAYS | \$7,000.00 |
| RECORDING FEE FOR PRINTING BOND REGISTER (100) | \$300.00 |
| TRANSACTION FEE NEW PAPERWORK LIST BOND | \$4.85 |
| TOTAL \$608,146.57 | |
| INTEREST | |
| REVENUE FROM SAVINGS ACCOUNT | \$ 1,748.20 |
| REVENUE FROM MISC 2024 | \$ 1,735.23 |
| SAVING INVESTMENT REVENUE | \$ 24,244.89 |
| TOTAL \$27,728.32 | |

| DATE | DESCRIPTION | AMOUNT | BALANCE |
|------------|---------------------------------|--------------|--------------|
| 12/01/2023 | REVENUE FROM 2024 | 490.05 | 490.05 |
| 12/01/2023 | ACCOUNT FOR MISC 2024 | 329.80 | 819.85 |
| 12/01/2023 | CHEQUE DEPOSITED BY STEVE ESSER | 134.62 | 954.47 |
| 12/01/2023 | DISBURSEMENTS | (608,146.57) | (607,192.10) |
| 12/01/2023 | INTEREST | 27,728.32 | (579,463.78) |
| 12/01/2023 | TOTAL | | (579,463.78) |

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|------------|---------------------------------|--------------|--------------|
| 12/01/2023 | REVENUE FROM 2024 | 490.05 | 490.05 |
| 12/01/2023 | ACCOUNT FOR MISC 2024 | 329.80 | 819.85 |
| 12/01/2023 | CHEQUE DEPOSITED BY STEVE ESSER | 134.62 | 954.47 |
| 12/01/2023 | DISBURSEMENTS | (608,146.57) | (607,192.10) |
| 12/01/2023 | INTEREST | 27,728.32 | (579,463.78) |
| 12/01/2023 | TOTAL | | (579,463.78) |

TREASURER DISBURSEMENTS
DECEMBER 2023

| DATE | DESCRIPTION | AMOUNT | BALANCE |
|------------|---------------------------------|--------------|--------------|
| 12/01/2023 | REVENUE FROM 2024 | 490.05 | 490.05 |
| 12/01/2023 | ACCOUNT FOR MISC 2024 | 329.80 | 819.85 |
| 12/01/2023 | CHEQUE DEPOSITED BY STEVE ESSER | 134.62 | 954.47 |
| 12/01/2023 | DISBURSEMENTS | (608,146.57) | (607,192.10) |
| 12/01/2023 | INTEREST | 27,728.32 | (579,463.78) |
| 12/01/2023 | TOTAL | | (579,463.78) |

3. Travel Requests—a) Mike Baldwin, Annual W&P conference in Spearfish, SD February 20-23, 2024 at a cost of \$554.97 b) Michael Sellevold, Annual W&P conference in Spearfish, SD February 21-23, 2024 at a cost of \$383.98 c) Steve Esser, G205 & G557 Class in Pierre, SD January 23-25, 2024 at a cost of \$546.00.

4. 2024 Department Head wages as follows:

Human Resources, Todd Fish \$27,955.20; Veteran's Services, Todd Fish \$27,955.20; Weed & Pest/Conservation, Michael Baldwin \$55,776; Building/Maintenance, Joseph Panza \$55,776; Planning, Terri Kester \$49,392; Library, Sarah Myers \$49,350; IST/GIS Troy Schmidt \$62,275.42; Equalization, Leah Vissia \$64,290.49; Highway, Jesse Doyle \$73,846.50; Emergency Management, Steve Esser \$59,052.00

5. 2024 Hourly Employee wages as follows:

Auditor's Office: Barbara Cox, Deputy Auditor \$19.29; Dana Benjamin, Deputy Auditor \$18.03; Michelle Zervas, Deputy Auditor \$17.33; Marlyn Campbell, Deputy Finance Officer \$25.24; McKinsey Scroggin, Lien Clerk \$17.33.

Treasurer's Office: Paula Arthur, Deputy Treasurer \$20.34; Kelly Holden, Deputy Treasurer \$19.34; Karen Hicks, Deputy Treasurer \$18.03; Rayliene Caudy, Deputy Treasurer \$17.33; Walter Krol, Deputy Treasurer \$17.33.

State's Attorney's Office: Cinda Jones, Legal Assistant \$21.12 plus additional \$2,000/year for Victim's Advocacy; Lela Larson, Office Manager \$26.42 plus additional \$4,000/year for Victim's Advocacy; Wendy McGowan, Deputy State's Attorney \$48,960.58.

Maintenance Department: Francis Caudy, Maintenance Tech \$20.52; Michael Sellevold, Maintenance Tech \$18.94.

Department of Equalization: Lindsey Lockett, Appraiser \$18.94; Ronald Remley, Appraiser \$19.99; Tara Traxler, Appraiser \$19.99; Karen Whitney, Office Manager \$25.49; Scott Storms, Appraiser \$18.94; Melissa Bradford, uncertified Appraiser \$18.00

Register of Deeds: Wanda Gramkow, Deputy ROD \$20.13

Planning: Laura Rosane, Deputy Planner \$19.88; Brandon DeNoma, Planning Technician \$18.77.

Sheriff's Department: Stephen McMillin, Lieutenant \$32.58; Jeffery McGraw, Lieutenant \$31.95; Derrick Reifenrath, Sergeant \$30.66; David Clevenger, Sergeant \$28.63; Matthew Tramp, Deputy Sheriff/School Resource Officer \$28.49; Elizabeth Allen, Deputy Sheriff \$27.58; Stephen Yenulonis, Deputy Sheriff \$27.58; Matt Haugen, Deputy Sheriff \$27.58; Robert Steele, Deputy Sheriff \$26.45; Daniel Walton, Deputy Sheriff; \$27.58; Connor Kelley, Deputy Sheriff \$25.92; Noah Tietsort, Deputy Sheriff \$25.43; Nicholas Myhre, Deputy Sheriff \$25.43; Julie Jenniges, Administrative Assistant \$22.13; Jessica Brown, Administrative Assistant \$22.13.

24/7: Alan Dubblede, PT 24/7 \$18.77; Paula Arthur \$20.34; Tierney Shelton \$23.09.

Communications (911): Michelle Lyon, Dispatcher \$24.31; Hapsie Nutley, Dispatcher \$23.09; Sharon Bielmaier, Dispatcher \$23.09; Kevin Climis, Dispatcher \$23.09; Tierney Shelton, Dispatcher \$23.09; Kourtnee Arndt, Dispatcher \$23.09; Brieanna Kringlie, Dispatcher \$22.13

Library: Roberta Phillips, Hermosa Branch Director \$19.52; Eileen Wahlstrom PT Hermosa \$18.11; John Andersen, Library Assistant \$17.33; Jamie DeNoma, Library Assistant \$18.11; Sarah Christiansen, Library Assistant \$18.94; Library Relief Staff \$17.33.

Highway Department: Kevin Treloar, Equipment Operator/Foreman \$28.38; Patrick Assman, Equipment Operator \$27.31; Justin Neville, Equipment Operator \$26.75; Craig Golder, Equipment Operator \$25.13; JW Olson, Equipment Operator \$25.13; David Stanton, Equipment Operator \$23.63; Kevin Armbrust, Equipment Operator \$23.10; Gail Kay, Equipment Operator \$23.63; Mark Jurrens, Equipment Operator \$25.13; Sam Monahan, Equipment Operator \$23.10; Steven Kay, Equipment Operator \$24.70; David Minzel, Mechanic \$27.73; Randy Severson, Equipment Operator \$23.63; Lori Thorson, Office Coordinator \$18.94.

Emergency Management: Teresa Obenauer, PT Public Information/Communications \$20.48; Jamie DeNoma, Safety Coordinator \$3000/annually.

Nurse: Amber Maidens, Nurse Assistant/Secretary \$17.33.

Airport: Brenden Hendrickson, Airport Manager \$51,786/annually.

Weed & Pest/Conservation: PT/Seasonal \$18.00 (2 positions); Mike Sellevold \$18.94 (60/40 split with Maintenance).

6. Vouchers

Payroll: 1-10-24 Payroll as follows: Commissioners \$5,450.77; Auditor \$13,537.60; Treasurer \$14,757.40; Info Systems & Technology \$3,310.42; State's Attorney \$14,815.95; Courthouse Building \$8,633.26; Director of Equalization \$19,316.87; Register of Deeds \$5,576.29; Veteran's Service \$1,365.15; Human Resources \$2,202.17; Sheriff \$53,894.57; Coroner \$837.04; Nurse \$925.69; Library \$10,614.18; Conservation \$751.80; Weed & Pest \$3,294.29; Planning \$7,920.24; County Road & Bridge \$43,029.18; Emergency Management \$3,026.32; 24/7 Sobriety \$640.97; Emergency Line F \$24,067.01.

COMMISSIONERS: Southern Hills Publishing \$628.97; Laughing Water Restaurant \$2,608.95; Golden West Telecommunication \$98.66; Valhalla Legal \$2,180; Credit Card Expenses \$177.20.

24/7 SOBRIETY: Credit Card Expenses \$400.

CULTURE/ RECREATION: Southern Hills Publishing \$30.

CORONER: Monument Health Client \$461.

AUDITOR: Southern Hills Publishing \$347.70; Quill \$220.47; Golden West Telecommunication \$140.30; Imageall \$119; Credit Card Expenses \$1,248.57.

TREASURER: Quill \$23.97; Golden West Telecommunication \$185.62; Imageall \$119; Credit Card Expenses \$836.26.

STATE'S ATTORNEY: Lexisnexis \$444; Golden West Telecommunication \$137.15; Culligan Water \$31.50; Credit Card Expenses \$370.46.

COURT APPOINTED ATTORNEY: Garland Lee Goff \$785.15.

MAINTENANCE: Black Hills Energy \$102.08; Custer Do It Best \$23.55; Black Hills Chemical \$231.44; Sander Sanitation Service \$21.09; Custer Ace Hardware \$9.69; Golden West Telecommunication \$27.43; McGas Propane \$460.35; A-Z Shredding \$6.40; Credit Card Expenses \$3,499.91.

DIRECTOR OF EQUALIZATION: Southern Hills Publishing \$47.08; Golden West Telecommunication \$192.01; Credit Card Expenses \$1,009.51.

REGISTER OF DEEDS: Golden West Telecommunications \$54.86; State of South Dakota \$38.50; Credit Card Expenses \$373.91.

VETERANS SERVICES: Golden West Telecommunication \$27.43; Credit Card Expenses \$335.20.

HUMAN RESOURCES: Division of Criminal Investigation \$173; Golden West Telecommunications \$27.43; Jackie Bauer \$910; Credit Card Expenses \$337.09.

INFO TECHNOLOGY: Golden West Telecommunication \$54.86; Schneider Geospatial \$7,746; Golden West Technology \$8,073; Golden West Telecommunication \$680; Schneider Geospatial \$13,608; Credit Card Expenses \$499.98.

SHERIFF: S&B Motor Parts \$134.85; Innovative Office Solutions \$129.52; Golden West Telecommunications \$275.49; A-Z Shredding \$5.30; Lamb Motor Company \$44,491; Credit Card Expenses \$4,811.70.

PRISONER CARE: Custer Ambulance Service \$37.79; Rapid City Police Department \$660; Pennington County Jail \$59.62; SD Department of Health \$40; Concordance Healthcare \$29.50; Pennington County Sheriff \$15,200.

ELECTION: Knowink \$4,574.35.

AIRPORT: Brenden Hendrickson \$4,315; Golden West Telecommunication \$114.17; City Service Evalcon \$10,363.90.

SEARCH & RESCUE: Rushmore Communications \$18,588.80; Golden West Telecommunications \$93.95.

LIBRARY: Mt Rushmore Telephone \$136.59; Golden West Telecommunication \$186.59; Credit Card Expenses \$5,875.70.

EXTENSION: Golden West Telecommunication \$118.40; Credit Card Expenses \$419.38.

WEED & PEST: SD Association of County Weed \$75; Golden West Telecommunication \$27.43; Weed & Pest Conference \$315; Credit Card Expenses \$505.75.

NON-DEPARTMENTAL: Timothy Kreinberg \$707.26; SD State Treasurer \$117.17.

PLANNING: Golden West Telecommunication \$109.72; Credit Card Expenses \$723.61.

COUNTY ROAD & BRIDGE: SD State Treasurer \$.60; Black Hills Energy \$1.60; Butler Machinery \$2,625.11; Floyd's Truck Center \$43.10; French Creek Supply \$1,076.77; Interstate Batteries \$147.95; Mt Rushmore Telephone \$153.89; S&B Motor Parts \$444.67; Kiefer Sanitation \$271.70; Servall Towel & Linen \$272.68; Black Hills Truck \$5,225.55; Custer Ace Hardware \$354.96; Golden West Telecommunication \$221.40; Running's supply \$241.25; Pomp's Tire Service \$72.69; Nelson's Oil & Gas \$1,167.16; Boyer Trucks Sioux Falls \$39,900; Pacific Steel & Recycling \$188.82; Credit Card Expenses \$4,706.92.

EMERGENCY MANAGEMENT: Golden West Telecommunication \$42.55; Credit Card Expenses \$2,665.31.

COUNTY BUILDINGS: Apex Electric Solutions \$703.04; Credit Card Expenses \$3,180.96.

EMERGENCY LINE: Golden West Telecommunications \$456.69; Credit Card Expenses \$408.47.

Motion to approve Consent Agenda made by Hindle; seconded by Busskohl; vote taken, all aye; motion carried.

D. Conflict of Interest Declarations – None.

E. Reorganization of Board per SDCL 7-18-15

1. Selection of Board Chairman—Motion to appoint Jim Lintz as Board Chairman made by Linde; seconded by Busskohl; vote taken, all aye; motion carried.

2. Selection of Vice-Chairman—Motion to appoint Mark Hartman as Vice-Chairman made by Hindle; seconded by Busskohl; vote taken, all aye; motion carried.

F. Annual Designations

1. Set Commission rate of pay as follows: Jim Lintz \$16,383.78 plus \$1,200 travel expenses; Mark Hartman \$16,383.78 plus travel expenses; Mike Linde \$16,383.78 plus travel expenses; Craig Hindle \$16,383.78 plus travel expenses; Michael Busskohl \$16,383.78 plus travel expenses; Legal Counsel, Aaron Davis \$60,000/annually. Motion to approve made by Hindle; seconded by Linde; vote taken, all aye; motion carried.

2. Set Elected Officials rate of pay as follows: Dawn McLaughlin, Custer County Finance Officer \$90,240.00; Tracy L. Kelley, Custer County State’s Attorney \$125,240.00; Teri L. Morgan, Custer County Register of Deeds \$56,425.24; Marty Mechaley, Custer County Sheriff \$87,395.83. Motion to approve made by Hartman; seconded by Linde; vote taken, all aye; motion carried.

3. Set mileage and meal rates for 2024 as follows: in state meals—breakfast \$11.00; lunch \$19.00; dinner \$25.00; lodging \$75/in state; mileage \$.51/mile in personal vehicle is used and no County vehicle is available; \$.28/mile if personal vehicle is used and County vehicle is available.

ATTACHMENT A (From Employee Manual)

| | IN-STATE | OUT OF STATE | WHEN LEAVING BEFORE | WHEN RETURNING AFTER |
|-----------|----------|--------------|---------------------|----------------------|
| BREAKFAST | \$ 11.00 | \$15.00 | 6:00 A.M. | 7:00 A.M. |
| LUNCH | \$ 19.00 | \$23.00 | 11:31 A.M. | 12:50 P.M. |
| DINNER | \$ 25.00 | \$33.00 | 5:00 P.M. | 6:00 P.M. |

- MEALS ARE PAID FOR BY REQUEST ON A VOUCHER TO THE AUDITOR.
- YOU DO NOT NEED TO KEEP RECEIPTS FOR YOUR MEALS.

Motion to approve made by Busskohl; seconded by Hindle; vote taken, all aye; motion carried.

4. Set rate of pay for Planning, Weed & Pest boards for 2024 as follows: \$40 per meeting. Motion to approve made by Linde; seconded by Hartman; vote taken, all aye; motion carried.

5. Designate legal newspaper and depositories for 2024 as follows: Motion to

designate Custer County Chronicle as legal newspaper; First Interstate Bank; Sentinel Federal Credit Union; SDFIT; Highmark Federal Credit Union; Edward D. Jones; Dacotah Bank and other guaranteed funds as legal depositories made by Busskohl; seconded by Hartman; vote taken, all aye; motion carried.

6. Motion to approve liaison/committee board appointments for 2024 as follows made by Hindle; seconded by Linde; vote taken, all aye; motion carried.

2024 Commissioner Liaison Appointments

| Committee | Commissioner Liaison | Commissioner Alternate |
|-----------------------------------|----------------------|------------------------|
| 4-H | Lintz | Hindle |
| Airport | Hindle | Busskohl |
| Conservation Board | Linde | Busskohl |
| Custer County Historical Society | Linde | Hindle |
| Equalization Department | Hartman | Hindle |
| Extension Board | Lintz | Hindle |
| Fair Board | Lintz | Hindle |
| Fire Board | Lintz | Hindle |
| Highway Department | Linde | Busskohl |
| Housing & Redevelopment | Hartman | Hindle |
| Human Resources | Lintz | Hindle |
| Library | Hartman | Hindle |
| Planning Commission | Hartman | Hindle |
| Planning Department | Busskohl | Hindle |
| Public Safety | Hartman | Busskohl |
| Safety Committee | Hindle | Linde |
| Emergency Mgmt - Communications | Lintz | Busskohl |
| RC&D Commission | Busskohl | |
| Custer County School | Hartman | Busskohl |
| Solid Waste Board | Linde | Busskohl |
| Weed Board | Lintz | Linde |
| Western Juvenile Detention Board | Hartman | Marty |
| Western SD Community Action Board | Jim Olson | |
| SAR | Busskohl | Hindle |
| Veteran's Service Department | Linde | Hindle |
| Custer YMCA Board | Busskohl | Hindle |
| Department Head Review Board | Hindle | Linde |
| Maintenance Department | Hindle | Hartman |
| West County Well Project | Hartman | Linde |
| Custer Senior Center | Linde | Hindle |
| City of Custer | Busskohl | Hindle |
| Town of Hermosa | Lintz | Linde |
| Towns of Bgap, Pringle, Fairburn | Hindle | Busskohl |

7. Resolution 2024-03—A Resolution to Establish Wages of Election Workers for Custer County. Motion to approve election worker pay for 2024 at \$18.00/hour made by Hindle; seconded by Linde; vote taken, all aye; motion carried.



RESOLUTION 2024-03

A RESOLUTION TO ESTABLISH WAGES OF ELECTION WORKERS FOR CUSTER COUNTY

WHEREAS, in accordance with SDCL 12-15-11, the Custer County Board of Commissioners ("Commission") shall set a fee for Election Board members and election workers and the mileage rate; and

NOW, THEREFORE, BE IT RESOLVED that the Commission establishes the following wages for election workers for 2024:

Election school attendance: \$18.00 per hour
Election boards for the Primary and General and Special Elections, including resolutions and absentee ballot boards: \$19.00 per hour.

BE IT FURTHER RESOLVED that the Commission sets the mileage rate at \$0.51 per mile for all travel incurred in regard to election work.

APPROVED AND ADOPTED ON this 10th day of January, 2024 at Custer, South Dakota, at the regular meeting of the Custer County Board of Commissioners.

Janis Hunt
Custer County Commission

ATTEST:
Barbara Cox
Barbara Cox, Deputy Auditor



First Reading: January 10, 2024
Approved & Adopted: January 10, 2024
Publication: Jan 17, 2024

8. Resolution 2024-02—Drug-Free Workplace Act Certification for a Public Entity. Motion to approve made by Linde; seconded by Buskohl; vote taken, all aye; motion carried.



Resolution 2024-02

DRUG-FREE WORKPLACE ACT CERTIFICATION FOR A PUBLIC ENTITY

1. Custer County, South Dakota certifies that it will provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that unlawfully manufacturing, distributing, dispensing, possessing or using a controlled substance in the recipient's workplace is prohibited and specifying the actions that will be taken against employees for violation or such prohibition.
 - b. Establishing a drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The recipient's policy of maintaining a drug-free workplace;
 - iii. Any drug counseling, rehabilitation and employee assistance programs that are available; and
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - c. Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (a).
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant or cooperative agreement, the employee will:
 - i. Abide by the terms of the statement; and
 - ii. Notify the employer of any criminal drug statute conviction for a violation occurring under the workplace no later than five days after such conviction.
 - e. Notifying the federal sponsoring agency within ten days after receiving notice under subparagraph (d)(i), with respect to any employee so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination; or
 - ii. Requiring such an employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

- f. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(i), with respect to any employee so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination; or
 - ii. Requiring such an employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other agency.
 - iii. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
2. The recipient's headquarters is located at the following address: Custer County Courthouse, 420 Mount Rushmore Road, Custer, SD 57730. The addresses of all other workplaces maintained by the recipient are as follows:

Custer County Highway Shop: 25385 US Highway 85, Custer, SD 57730
 Custer County Highway East Shop: 14206 Mealee Road, Hermosa, SD 57744
 Custer County Weed and Pest Office: 25383 US Highway 85, Custer SD 57730
 Custer County Library and Annex: 447 Cook Street, Custer, SD 57730
 Custer County Hermosa Library: 234 Main Street, Hermosa, SD 57744
 Custer County Airport: 12220 Aviation Way, Custer, SD 57730
 Custer County Search & Rescue: 1073 Montgomery Street, Custer, SD 57730
 Custer County 4-H Extension Office: 25361 US Highway 85, Custer SD 57730
 Custer County Fairgrounds: 295 E Main Street, Hermosa, SD 57744

Dated this 10th day of January, 2024 at Custer, South Dakota, at the regular meeting of the Custer County Board of Commissioners.

Janis Hunt
Janis Hunt, Chairman
Custer County Commission

ATTEST:
Barbara Cox
Barbara Cox, Deputy Auditor

First Reading: January 10, 2024
Approved & Adopted: January 10, 2024
Publication: Jan 17, 2024

G. Finance Officer

1. Finance Officer, Dawn McLaughlin, presented 2024 wage scale for final approval.

Motion to approve made by Hindle; seconded by Busckohl; vote taken, all aye; motion carried.

2. McLaughlin also presented Combined Election Agreement between Custer County and Town of Hermosa and requested Chairman's signature. Motion to approve made by Busckohl; seconded by Hindle; vote taken, all aye; motion carried.

H. Highway

1. Motion to appoint Jesse Doyle as Highway Superintendent for a two-year term, January 1, 2024 through December 31, 2025 as per SDCL 31-11-1 made by Busckohl; seconded by Hartman; vote taken, all aye; motion carried.

2. Superintendent Doyle requested authorization to purchase a 2007 International 4700 plow truck from Boyer Truck at a cost of \$39,900. Doyle stated he has spending authority as this is included in the 2024 approved budget, and has spoken with liaison Linde regarding the purchase. Doyle also noted he spoke with Commissioners individually before today's formal request and wanted to keep them informed of the purchase. The Commission acknowledged the purchase. Commissioner Hartman noted this is one of those items that are approved in the budget, but does prefer to have Commission acknowledgement at time of purchase, as was done today, so there is a formal record. Doyle stated he will produce a list of potential purchases for the upcoming year to keep the Commissioners informed ahead of time, as well. Doyle also presented 2023 Highway Report.

2. Superintendent Doyle revisited Resolution 2020-04 County Roads and Speed Enforcement and requested acknowledgement of continuance; the Commission so acknowledged. Doyle noted that as a reminder, this Resolution is posted on the Custer County website to keep the public informed.

I. Planning

1. Planning Director, Terri Kester, presented the 2023 annual report, noting that numbers are down a bit. Building permits in 2023 total 225, as compared to the 2022 total of 279. Approach permits and wastewater permits are down, as well. Total of all permits for 2023 is 574 with \$162,323.10 collected in permit fees.

2. Kester also provided a fee schedule for 2024. No changes were made to the building permit fees thus far. The Planning Commission recommended increasing the wastewater permit fee from \$250 to \$500; septic component fee from \$150 to \$300; failed inspection/re-inspection fee from \$100 to \$250 and installation without permit fee/late or non-compliant from \$1,000 to \$2,000. Kester stated that the Planning Commission meeting, discussion was held regarding homeowners' installation of wastewater systems; and would like to make it beneficial for actual installers to have and retain their business. The Planning Commission discussed requiring homeowner-installers to provide proof of certification through the State of SD; proof of liability insurance and proof of excise tax. Commissioner Linde inquired as to who would be responsible for tracking the information. Kester stated it could be tracked through IWork software in the Planning office. These documents could be scanned each year

and tracked. Commissioner Linde stated this might be making it harder on the homeowner than it needs to be. It was agreed that homeowners should carry liability insurance, so that requirement would already be in place. It was noted that the increase in fees are more in line with other counties allowing homeowner wastewater installations. Discussion was held regarding building permit fees, which are fairly low compared to other counties. Commissioner Hartman stated he is not in favor of raising fees to make money, but agreed that there needs to be a break-even point, covering the costs for time invested in processing permits. Motion to approve changes in permit fees (clarification made to include fees, plus additional requirements for homeowner wastewater applications) made by Hindle; seconded by Busskohl; vote taken, Hartman, Busskohl and Hindle aye; Linde nay; motion carried. Kester stated there would be letters sent out to installers stating new requirements moving forward. Commissioner Linde asked how installers would show proof of excise tax—it was noted this information is available online.

3. Kester also presented late fee procedures. She stated she has been working with Lien Clerk, McKinsey Scroggin, to develop a process between the Planning office and the Auditor's office to collect fines and fees. Kester stated she is working on a Promissory Note, but is asking for guidance regarding when to lien a property; asking if it should be immediately upon imposing the fine, or if payments on fines fall delinquent. It was decided that Legal Counsel, Aaron Davis, will review and if approval is met, a new policy will be set into place.

4. The approach permit item that was tabled from 12-28-23 meeting was discussed and Kester requested the Commission, as a whole, should make a decision regarding these situations and that moving forward, the process should be consistent. She asked how to handle the USFS requirement of moving approaches, as well as waiving fees. Jesse Doyle clarified that at the last meeting, the fee was not waived, but rather held until further notification. He stated that the landowner should not have to pay to move the access and purchase permit for such from the County. It was noted that the USFS has different rules and regulations regarding this than the County. The question of whether or not situations should be reviewed by the Commission on a case by case basis was brought up. Motion to waive the fee for this current case made by Hartman; motion dies for lack of second. It was decided to keep holding the fee at this time.

J. Maintenance

1. Maintenance Supervisor, Joseph Panza, updated the Commission on the resignation of Jena Kopp as of 12-29-23 and will advertise the open position of Custodian 1st & 2nd shift. The Commission so acknowledged.

K. Sheriff

1. Sheriff Marty Mechaley requested acknowledgement of new hire Noah Tietsort as full-time Deputy Sheriff at uncertified rate of pay for 2024; Nicholas Mhyre as full-time Deputy Sheriff at uncertified rate of pay for 2024; both with starting date of January 8,

2024. The Commission so acknowledged and both Deputies were introduced to the Commission.

2. Mechaley requested wage adjustment for Robert Steele, who will move from uncertified Deputy to certified Deputy at the approved 2024 rate, beginning January 6, 2024. Motion to approve made by Hartman; seconded by Hindle; vote taken, all aye; motion carried.

3. Mechaley requested acknowledgment of Seth Thompson as volunteer reserve deputy, effective January 2, 2024. The Commission so acknowledged.

L. Emergency Management

1. EMS Director, Steve Esser, requested Chairman's signature on revised/updated letter of commitment for BRIC Grant application. Motion to approve made by Linde; seconded by Buszkohl; vote taken, all aye; motion carried.

2. Esser requested Chairman's signature of SD LEMPG quarterly report/1st quarter. Motion to approve made by Hindle; seconded by Buszkohl; vote taken, all aye; motion carried.

M. 4-H/Extension

1. Jackie Maude appeared before the Commission to discuss 4-H and the current opening for leadership since the resignation of Erin McGlumphy. She asked about specific requirements for the position and if the Commission had any requests from the current team leaders. Chairman Lintz stated Custer County currently has an MOU/agreement with SDSU and they are responsible for hiring the advisor, although some counties have hired on their own; some counties have a 4-H secretary and not an advisor. Lintz stated that if an advisor is not hired by the end of 2024, the vacancy will be revisited and Custer County may hire on its own. Lintz commended the leaders, noting their willingness to step up. He also stated funds are available in the budget to cover expenses, as well as mileage, etc. and those expenses can be turned into the Auditor's office for processing. Deputy Auditor, Michelle Zerfas, stated the Extension/4-H phone has been forwarded to the Auditor's office, and signage has been posted on the 4-H building.

N. Library

1. Library Director, Sarah Myers, presented 2024 Library closure days/calendar and requested Commission approval. She noted that these are mostly Saturday holidays and employees will flex their schedule or use PTO to make up hours. Motion to approve made by Buszkohl; seconded by Hindle; vote taken, all aye; motion carried.

O. Veteran's Services

1. VSO, Todd Fish, presented the Commission with 4th quarter report. He stated there are 920 registered veterans in Custer County; 960 tracked by the State and Federal VA. He has 30 active claims; another 29 intent to file claims and 8 open appeals. Fish noted 2023 projected awards in the amount of \$5.6 million in annual

disability income for Custer County veterans. The American Legion Post 46, as well as the VWF hold monthly meetings as part of the Veteran's Outreach.

P. Airport

1. Airport Manager, Brenden Hendrickson, made a request for Chairman's signature on closeout documents FAA AIP 3-46-0011-2022 Taxiway Extension. Hendrickson stated this provides funding for the taxiway; project is going well and construction is slated to begin in the spring of 2024. He noted reimbursement for Custer County has been submitted and monies should be received in the near future. Motion to approve signature made by Hartman; seconded by Linde; vote taken, all aye; motion carried.

Q. Public Comment – None

R. Executive Session

1. Executive Session as per SDCL 1-25-21(1) Personnel entered into at 9:13 AM and concluded at 10:18 AM. Action taken re: Wage Study. (See Item "S" Commission, No. 1)
2. DOE—Executive Session as per SDCL 1-25-21(1) Personnel entered into at 10:35 and concluded at 11:59 AM. No action taken.

S. Commission

1. Wage study/Sheriff's department. Discussion was held and it was decided that Certified Deputies will receive additional 2% wage increase in addition to the previously approved 5%; Lieutenants and Sergeants to receive additional 5% in addition to the previously approved 5%. Motion to approve increase made by Hartman; seconded by Hindle; vote taken, all aye; motion carried. The wage increase will take effect beginning January 21, 2024.

2. Surplus 2012 Commissioner's Tahoe/add to January surplus auction. Doyle stated he is researching into a replacement vehicle and has been in contact with Lamb Motors; noting Ford Expeditions are available at a cost of \$65K. Motion to approve surplus made by Hindle; seconded by Buszkohl; vote taken, all aye; motion carried.

3. Mail call – none

4. Meeting Schedule – Hindle—Fair Board; Linde—Garbage Board, Historical Society; Lintz—Fire Service Board, discussions relating to creating fire district 385 corridor; Buszkohl—planning commission, city council, Custer County Republicans; Hartman—housing meeting.

5. Meeting Reports – awaiting dates/time for hearing in Pierre re: CSP values, etc. Chairman Lintz and Commissioner Buszkohl plan to attend.

T. Adjourn

Motion by Buszkohl and seconded by Hartman to adjourn the meeting at 12:00 PM. The next meeting will be at 8:00 AM, January 24, 2024 in the Commissioner's Room in the Custer County Courthouse.

Jim Lintz, Chairman

Attest: _____

Barbara Cox, Custer County Deputy Auditor

Published once at the total approximate cost of _____.