

January 7th, 2025

County Commissioners Meeting

at Hamlin County Courthouse (300 4th Street; Hayti, SD)

on Second Floor in Commissioners Room (go through Auditor's Office)

Agenda:

- 09:30 Oaths
 - Approve Agenda
 - Approve Minutes
- 09:35 Elect Chairman
 - Elect Vice Chairman
- 09:40 Highway Dept
- 10:20 Public Comment
- 10:30 Weed Supervisor
- 11:00 First District
- 11:30 Sheriff
- 11:45 Director of Equalization
- 12:00 Brookings County Jail contract
- 12:05 Cash General to Road
- 12:10 Sell Scrap Iron
 - Credit Cards
 - Burial Rate
 - Travel Rates
 - Official Newspapers
 - Commission Board Appointments
 - Depositors
 - States Attorney Appointment
 - Bills

Minutes:

UNAPPROVED MINUTES: The Hamlin County Board of Commissioners met on Jan. 7, 2025 with the following members present: Rudebusch, Buck, Tulson, Saathoff and Popham. No one absent. Also present was John Delzer States Attorney and Jenna Aderhold reporter.

The Chairman led the Board in the Pledge of Allegiance.

AGENDA: Motion by Saathoff seconded by Tulson to approve the agenda as posted. All members voting Aye. Motion Carried.

MINUTES: Motion by Tulson seconded by Saathoff to approve the minutes of Dec. 17, 2024 all members voting Aye. Motion Carried.

All members signed their Oaths of Office.

ELECT CHAIRMAN: The Auditor took the chair and called for nominations for Chairman of the Board. Commissioner Tulson nominated Randall Rudebusch for Chairman. The Auditor called for any other nominations; none were received. Saathoff made a motion that nominations cease and to cast a unanimous vote for Rudebusch. All members voting Aye. Motion Carried. Chairman Rudebusch called for nominations for Vice Chairman of the Board. Motion by Tulson to nominate Larry

Saathoff as Vice Chairman. The Chairman called for any other nominations. None were received. Buck made a motion that nominations cease and to cast an unanimous vote for Saathoff. All members voting aye. Motion Carried.

HIGHWAY DEPT: Bryan Pedersen Hwy Supt met with the Board. The counties will not receive more money for the rural culvert program unless legislature changes this. The projects can still be completed until 2029. Toby from Butler Machinery presented some quotes on machinery. A new 150 AWD Motor Grader would cost \$507,532 which includes \$44,910 for a warranty This does not contain a V plow. He also priced a 962 Wheel Loader for \$382,777 which includes \$7,885 for warranty. Some prices were given on used equipment which would be in the \$200,000 to \$300,000 range. It was requested for Butler to come and look at the trade ins to see what they would give for them before any decision would be made.

FUEL QUOTES: Jan. 2 in Hayti E-30 gas Hamlin County Farmers Coop \$1.95 Farmers Union no bid All quotes do not contain certain taxes.

EXECUTIVE SESSION: Motion by Saathoff seconded by Buck to go into executive session at 10:30 for personnel reasons SDCL 1-25-2 (1) All members voting Aye. Motion Carried. The Chairman declared them out at 10:40

AG BUILDING: Abbi Steeke 4-H Advisor met with the Board and stated Basin Construction is currently repairing the poles under the show ring at the 4-H grounds.

WEED DEPT: Cody Michalski Weed Supervisor met with the Board. He stated he would like to purchase a three wheeler which could be used for spraying which would be smaller for hauling such. The Weed Board had also agreed with this. He checked different places for prices. He requested if he could purchase a 2024 Honda TRX 520FMI from Interlakes Sport Center in Madison for \$7,559.10 This would be the price after the government discount. Motion by Saathoff seconded by Popham to approve him to purchase such. All members voting Aye. Motion Carried.

FIRST DISTRICT: Todd Kays Executive Director and Jessica Tesch Planner met with the Board to give their annual report of their activities in 2024. They stated they were established in 1971 and serve 11 counties and 76 communities. Bryant City received a \$44,095 grant, Estelline School received \$131,000 grant, Hazel completed the zoning ordinance and comprehensive land use. Lake Norden received \$1,515,000 CDBG grant, Lake Poinsett Sanitary District \$858,000 DANR SRF loan From 2008-2024 The district assisted in Federal and State grant funding for Hamlin County and cities of \$21,632,911 Jessica reported that in 2024 129 building permits were issued. Total in permit fees \$86,673 board actions \$14,730 total revenue \$101,403 Expenses \$53,956.01

ZONING BOARD: Motion by Tulson seconded by Saathoff to reappoint Martin Prouty and Richard Wiarda to a three year term on the Zoning Board and to appoint Scott Popham as the Commissioner position on the Board and Larry Saathoff and Riley Buck as the alternates for the zoning board. All members voting Aye. Motion Carried.

FIRST DISTRICT CONTRACTS: Motion by Saathoff seconded by Tulson to authorize the Chairman to sign the letter of agreement with First District Assoc. for 2500 per year for parcel update needs, letter of agreement with First District for \$5,500 per year for GIS website hosting and letter of Agreement with First District for \$40,000 per year for administrative and technical assistance services to Hamlin County Planning Commission/Board of Adjustment and County Commission in zoning and subdivision ordinance administration. All members voting Aye. Motion Carried.

SHERIFF: Chad Schlotterbeck Sheriff met with the Board. He stated his department cannot keep up the work required for the county, schools and cities & towns. He is requesting to hire a deputy/school resource school person. He was requesting to hire Felicia Lowe at \$24.00 per hour and she will also have to be certified.

DIRECTOR OF EQUALIZATION: Donna Rhody Director of Equalization met with the Board to update fees charged to be in line with other counties. She requested for names and addresses \$500.00 for names, addresses & legals \$1,500.00 names addresses, legal & values 2500 Shapfile with Attributs \$5,000.00 Shapefile per township \$1,000.00 Also copies of property

cards etc. will be \$3.00 per page and copies \$6.00 per page Motion by Tulson seconded by Saathoff to accept her recommendations for fees. All members voting aye. Motion Carried.

BROOKINGS COUNTY JAIL CONTRACT: Motion by Popham seconded by Buck to authorize the Chairman to sign the contract for Brookings County Detention Center Inmate Housing from Feb 1, 2025 - Dec. 31, 2025 at the rate of \$105.00 per day All members voting aye. Motion Carried.

SCRAP IRON AND TIRES: Motion by Saathoff seconded by Buck to allow the Highway Dept to sell scrap iron and tires throughout the year and turn in money to Treasurer. All members voting Aye. Motion Carried.

CREDIT CARDS AND BILL PAYING: Motion by Tulson seconded by Popham to allow county employees to use the county credit card and allow the Auditor to pay such or any other bills which charge late fees or would result in a disconnect of services and the Auditor to present such bills at the next commissioners meeting. All members voting aye. Motion Carried.

BURIAL RATE: Motion by Saathoff seconded by Tulson to set the burial rate at complete burial or cremation for an adult at \$2,000.00 and \$1,000.00 for a child up to five years old. All members voting Aye. Motion Carried.

TRAVEL RATES: Motion by Saathoff seconded by Buck to set the following travel rates of state rate of .67 per mile and actual rate for lodging (employee must direct bill and if not and if tax is charged employees must pay the tax) A county vehicle must be used for travel if available. Meal rates are state rates of breakfast \$6.00 lunch \$14.00 and supper \$20.00 All members voting aye. Motion Carried.

OFFICIAL NEWSPAPERS: Motion by Saathoff seconded by Popham to set the Hamlin County Republican, Herald Enterprise and Estelline Journal as the official newspapers for the County. All members voting Aye. Motion Carried.

COMMISSIONERS BOARD APPOINTMENTS: Rudebusch: Glacial Lakes, Courthouse Maint Rep, Brookings Housing, Saathoff: Highway Rep, Weed Board, Zoning Board Commissioner Alternate, Tulson : Nurses Rep, Extension Committee and Purchasing Committee, Buck: First District Board. Zoning Board Commissioners Alternate, Popham: Human Service Board, Emergency & Disaster Rep. Commissioner position on Zoning Board.

BANK DEPOSITORES: Motion by Tulson seconded by Popham to set First Premier Bank, Reliabank, Citizens State Bank and Bryant State Bank as county bank depositors. All members voting Aye. Motion Carried.

STATES ATTORNEY: Motion by Saathoff seconded by Tulson to appoint John Delzer as the Hamlin County States Attorney until the next General Election. All members voting aye. Motion Carried.

CLAIMS PAID: COMMISSIONERS: Hamlin County Publishing 1010.01 Asure Software supplies 708.00 SDACC dues 2556.00 SDML Workers Comp insurance 1571.00 Total gross salaries for complete dept 6468.00 benefits 1480.47 Total Commissioners expense 13,793.48

COURT: Dakota Shred supp 9.67

AUDITOR: ITC phone 94.60 Office Peeps supp 115.32 SDACO dues 337.34 Total gross salaries for complete dept 5615.20 benefits 429.56 Total Auditors expense 6592.02

TREASURER: Dakota Shred rental 9.66 ITC phone 87.30 SDACO dues 337.35 Total gross salaries for complete dept 8847.00 benefits 3058.47 Total Treasurers expense 12,399.78

POSTAGE/COPIES: Office Peeps copy machine maint 67.20 Quadient postage 4,000.00

STATES ATTORNEY: Foley & Foley Law Prof serv 750.00 SDML Workers Comp insurance 153.00 Total gross salaries for complete dept 6568.20 benefits 2024.37 Total States Attorney expense 9495.57

COURT APPOINTED ATTORNEY: Timothy Cummings 2588.66 Anthony Teesdale 3226.55

COURTHOUSE MAINT: Culligan water 82.50 Dust Tex floor mats 112.94 Hamlin Bldg Center supp 22.76 Hayti Town Util 50.50 ITC Internet 156.93 SDML Workers comp insurance 1627.00 TwoTrees-Ultra repairs 230.25 Northwestern Energy Util 897.98 Hamlin Highway Dept. Snow removal 807.04 total gross salaries for complete dept 3717.60 benefits 1766.89 total Courthouse Maint expense 9472.39

DIRECTOR OF EQUALIZATION: ITC phone 79.00 Office Peeps supp 40.90 SDML Workers Comp insurance 904.00 Total gross salaries for complete dept 16,466.00 benefits 5226.29 Total Director of Equalization expense 22,716.19

REGISTER OF DEEDS: ITC phone 75.55 SDACO dues 337.35 Total gross salaries for complete dept 8604.00 benefits 1174.43 Total Register of Deeds expense 10,191.33

ANIMAL BOUNTY GOPHER BOUNTY: Dixon Township 28.00 Garfield Twp 40.00 Hamlin Twp 110.00

SHERIFF: Amazon supp 533.76 AT&T cell phones 66.52 Galls supp 164.76 Hamlin Co Coop repairs 57.50 gas 249.40 ITC phone 233.85 S&S Auto repairs 750.00 SML Workers Comp insurance 10,657.00 Visa supp 67.38 Total gross salaries for complete dept 28,296.13 benefits 10,021.25 Total Sheriffs expense 50,500.15

JAIL: Brookings County Jail 13,252.50 Codington County Jail 2990.00

GENERAL 911: H-D Electric towers elec 121.19 ITC trunking charge 374.33

POOR: Codington County prisoners medicine 215.00

ATCO: Human Service Agency yearly payment 527.00

MENTAL HEALTH CENTER: Human Service Agency quarterly payment 1875.00

EXTENSION: Amazon supp 135.13 Hamlin Bldg Center supp 16.00 ITC phone 54.355 Office Peeps repairs 55.25 SDSU 4-H Advisor yearly payment 11,525.00 Abbi Steeke travel 100.00 AT&T cell phone 63.19 Total gross salaries for complete dept 2163.10 benefits 1220.70 Total Extension expense 15,332.72

WEED: Division of Ag license 35.00 C&R Supply supp 337.22 Eastside Equip supp 24.71 H-D Electric Util 234.41 Hamlin Bldg Center supp 93.64 ITC phone 30.85 J&L Welding supp 30.64 SDML Workers Com insurance 2669.00 Assoc of SD Weed Registration 350.00 dues 200.00 Interlakes Sport Center Equipment 7559.10 AT&T cell phone 51.24 Hamlin Co Highway Gas 63.00 Total gross salaries for complete dept 4773.60 benefits 1565.00 Total Weed expense 18,017.41

ZONING: John Pantzke mileage 13.10 Richard Wiarda mileage 23.58 Scott Popham mileage 10.48 Robbie Fedt mileage 17.03 Per diem 625.00 benefits 133.67 total zoning expense 805.83

ROAD: Bryant City Util 21.51 Butler repairs 180.00 supp 13.43 parts 726.18 Capital One-Macs supp 77.35 Estelline Comm Oil supp 49.20 LP 376.68 Estelline City Util 66.92 H-D Electric util 480.86 Hamlin Co Farmers Coop supp 127.88 Fuel 3283.00 Parts 39.12 LP 1239.81 Hamlin Bldg Center parts 1.87 Hayti Town Util 50.50 ITC phone 146.41 J&L Welding repairs 4636.83 parts 159.20 Ottertail Power Util 52.94 Safety Service parts 372.15 SDML Workers Comp insurance 25,909.00 Transource Truck parts 168.81 Transwest parts 199.99 Two Way parts 320.92 Two Trees-Ultra repairs 149.95 W.W. Tire repairs 609.80 Visa cell phone 1.05 Northwestern Energy Util 379.45 SD Treasurer excise tax 342.27 AT&T Cell phone 46.19 Farmers Union fuel 1284.48 Estelline Community Oil 2311.36 Total gross salaries for complete dept 49,985.69 benefits 17,351.04 Total Road expense 111,161.84

AG BUILDING: Hayti Town Util 50.50 ITC phone 68.90 Northwestern Energy Util 206.87 Hamlin Highway Dept Snow Removal & other removal 2133.32 Total Ag Bldg expense 2459.59

EMERGENCY & DISASTER: AT&T cell phone 49.78 Bauman Electric supp for tower 190.18 Codington County Search yearly payment 1500.00 Hamlin Co Farmers Coop gas 41.00 ITC phone 30.95 SDML Workers Compensation insurance 167.00 Hamlin Highway dept gas 390.72 Total gross salaries for complete dept 4575.60 benefits 1752.39 Total Emerg & Disaster expense 8697.62

WIC: Chantel Sprang travel 66.26 Total gross salary for complete dept 3414.40 benefits 466.07

BOOKMOBILE: SDML Workers comp insurance 419.00 Total gross salaries for complete dept 4481.40 benefits 501.82

CULVERT RURAL FUND: AT&T cell phone 40.04

OPERATING TRANSFER OF CASH: Motion by Buck seconded by Saathoff to make an operating transfer of 500,000.00 cash from general (101-112-911) to Road Fund (201-371) All members voting Aye. Motion Carried.

EXECUTIVE SESSION: Motion by Saathoff seconded by Buck to enter into executive session at 12:25 for personnel reasons SDCL 1-25-2(1) All members voting Aye. Motion Carried. The Chairman declared them out at 12:40

NEW HIRE: Motion by Saathoff seconded by Tulson to hire Felicia Lowe for the Sheriffs Dept as a school resource officer and deputy at the rate of \$24.00 All members voting Aye. Motion Carried.

Meeting adjourned at 12:50 until Jan. 21, 2025 at 9:30 am in the Commissioners Room Courthouse at Hayti.

Randall Rudebusch
Chairman

ATTEST:

Dixie Opdahl Hamlin County Auditor

It is the policy of Hamlin County SD not to discriminate on the basis of color, national origin, sex, religion, age or disability in employment or the provision of service.