

MELLETTE COUNTY BOARD OF COMMISSIONERS
TENATIVE AGENDA

321 E. 4TH Street, White River, SD
Tuesday, January 2, 2024
9:00 a.m.

1. Meeting called to order
2. Pledge of Allegiance
3. Motion to approve agenda/Additions to agenda
4. OPEN: Visitors
 - a. Public Comment
 - 1) Jewel Bork, South Central RC&D
5. Oaths of Office and Election of Officers
6. Road & Bridge – Highway Superintendent Joe Bechtold
7. Auditor – Jenny Galbraith
8. Sheriff – Mike Blom
9. Register of Deeds – Stanley Krogman Sr.
10. Treasurer – Hilary Nesheim
11. Director of Equalization – Haley Gallant
12. Emergency Management/Ambulance/Coroner – Karen O'Brien
13. 2024 Business Motions:
 - a) BASEMENT POLICY: basement meeting room policy as set forth in Resolution 97-01 on file in the Auditor's office. Fees to be charged as follows: \$30.00 daily fee; 10-15 meetings \$60.00 per year; 15-30 meetings \$125.00 per year; 30-52 meetings \$200.00 per year.
 - b) OFFICIAL NEWSPAPER: designate the Mellette County News as the official newspaper for the county whereby county publications are to be published.
 - c) OFFICIAL BULLETIN BOARD: designate the bulletin board on the East wall of the Mellette County Courthouse hallway as the bulletin board where legal matters of the county are to be posted.
 - d) OFFICIAL DEPOSITORY: Dakota Prairie Bank, White River, South Dakota, as the official depository for county funds. (February will be First Fidelity Bank)
 - a. Extra checking accounts

- e) COMMISSION MEETINGS: regular meetings of the County Commissioners on the first Tuesday of each month beginning at 9:00 a.m.; a second meeting will be held when necessary. Date & time may change to accommodate scheduling conflicts.
- f) RATES FOR HIRE OF COUNTY EQUIPMENT: rates for hire of County Equipment as follows:
 - Mowing \$100.00 per hour for triple mower with tractor.
 - Backhoe work \$150.00 per hour.
 - Gravel hauled with county trucks \$100 per hour for hauling five miles & under and \$2.25 per ton per mile for hauling over 5 miles, \$.75 per ton for loading gravel.
 - Work with front-end loader \$150.00 per hour.
 - Blading and snow removal with motor grader \$150.00 per hour.
 - Gravel royalties to be determined by quality and accessibility of gravel.
 - Plowing snow with county trucks \$60.00 per hour.The equipment is only allowed with the county patrol operator operating the equipment for said work.
- g) MILEAGE RATE AND PER DIEM RATES: the mileage and per diem rate at State rate.
- h) RATES FOR MELLETTE COUNTY AMBULANCE: Base rate \$900.00; ALS \$1100.00; Mileage \$13.00 per loaded mile; BLS Attendant \$80.00; ALS Attendant \$90.00; Paramedic \$100.00; Attendants will be paid \$25.00 if ambulance leaves the EMS Building and run is cancelled.
- i) EMT'S AND EVOC'S: the following personnel as paid volunteer EMT's and EVOC's which will be covered by Mellette County's Work Comp Insurance: EMT'S: Vanessa Hight, Christopher Letellier, Shaylee Hill, Ardeth Egleston, Tyrell Tucker, and Ernestine Bear Heels. EVOC Drivers: Mathel Ambrose, Kasondra Bear Heels, Ashley Arrow, Newlly O'Brien, Todd Gullickson, Stacy Twite, Cliff Bryan and Bonnie Davidson. Licensed Medical Personnel: Kristi Newbold, RN; Paramedic Karen O'Brien; EMT Professional: Katherine O'Brien.
- j) COUNTY BURIALS: county burial rate at a maximum of \$1000.00 for a total cost of all burial expenses for an adult and \$500.00 for an infant under one year of age.
- k) COUNTY HEALTH AND DENTAL INSURANCE: all employees who qualify for insurance benefits as specified in the Mellette County Policy Handbook may apply for health and dental insurance, 80% coverage to be paid by the County, 20% to be paid by employee. Employee vision and life insurance of \$20,000 will be paid 100% by the County. There will be no compensation paid to an employee in lieu of insurance coverage. Employees over the age of 65 and eligible for Medicare may voucher, with proper documentation, 80% paid by county, 20% paid by employee, reimbursement of Medigap Supplement, as per Internal Revenue Service counsel, to be reimbursed with monthly paycheck.
- l) BLOOD ALCOHOL RATES: rate for taking blood alcohols at \$55.00 each.
- m) PAY PERIOD: one payroll period for all Mellette County Employees. Pay period will end on the third Saturday of every month, time sheets are due in the Auditor's office by the following Monday and pay date will be by the first Thursday after the pay period ends.

- n) PATROL OPERATOR HOURS: set a maximum of 60 hours per week, from May through October, and 40 hours per week for all other months, unless an emergency arises such as snow removal, additional hours can be granted with prior approval of commissioners.
- o) DESIGNATED PLACES WHERE CHATTELS ARE TO BE SOLD: according to law, the Board of County Commissioners shall designate places where chattels are to be sold under foreclosure proceedings. Designated the places as follows: Mellette County Courthouse located at 321 E 4th Street, American Legion Rodeo Grounds located in the NE 1/4 of the NW 1/4 of Section 2, Township 41, Range 29, White River, South Dakota. Lots 15, 16, 17 of Block 2, First Addition, Town of Wood, South Dakota. Lot 2 & 3 of Block 1, Norris, South Dakota.
- p) ELECTION OFFICIALS: election officials shall receive \$150.00 per day plus actual miles traveled, with the exception of the Superintendent who shall receive \$155.00 per day plus mileage. Election officials working as resolution and counting board shall receive \$65 per day plus mileage. Officials attending the Election Work Shop shall receive \$30 per day plus actual miles traveled.
- q) POLLING PLACES: the number of polling places for all county elections shall be three as follows:
 West Precinct 6.....Norris Township Hall, Norris, SD
 East Precinct 3.....Wood Community Hall, Wood, SD
 White River Precinct 5.....ES Building, White River, SD
 Central Precinct 2.....ES Building, White River, SD
- r) EXECUTIVE SESSION:
- s) SALARIES:
 Office Deputy Starting Wage \$15.52/hour
 Janitor Tina Jones \$16.30/hour;
 Deputy Sheriff \$22.20/hour with increase to \$22.83/hour after 6 months' probation period;
 Reserve Deputy Sheriff \$20.09/hour;
 Sheriff Secretary Shirley Bruning \$16.79/hour (raised to \$18.00/hour in September)
 Deputy Register of Deeds Karen O'Brien \$16.30/hour 16 hours per week;
 Jailers \$11.67/hour;
 Highway Dept. Highway Maintenance Worker Justin Bouman \$18.51/hour
 Highway Dept. Highway Maintenance Worker Charlie Fallis \$17.42/hour
 Highway Maintenance worker starting wage \$17.42/hour (depending on experience)
 Seasonal or Part-time Highway Help \$16.20/hour;
 Highway Bookkeeper Jenny Galbraith \$925.76/month;
 VA Officer \$446.25 per month;
 Emergency Management Director Karen O'Brien \$375.00/month.
 Employees that will receive a monthly \$50 cell phone reimbursement for use of personal cell phones for county business are as follows: Highway Department Superintendent Joe Bechtold and regular employees; Justin Bouman and Charlie Fallis; Sheriff's Office personnel Mike Blom, Brandon Watson, and Trevor Willcuts.

t) ELECTED OFFICIALS & APPOINTED SUPERVISORS:

County Auditor, Jenny Galbraith \$44,935.34

County Treasurer, Hilary Nesheim \$44,935.34

County Register of Deeds, Stanley Krogman Sr. \$44,935.34

County Director of Equalization, Haley Gallant \$19.66/hour

Highway Superintendent Joe Bechtold \$21.46/hour

States Attorney, Kirby Krogman \$55,424.23

County Sheriff, Mike Blom \$54,808.33

County Coroner, Karen O'Brien \$95.35 per call

No increase for County Commissioners, Casey Krogman, Dan Valburg, Jr. Brandis – salary remains at \$400.00/month plus insurance. No mileage paid for attending meetings.

u) PURCHASE LIMITS: General Fund and Road & Bridge Fund purchases to \$1000.00 without previous approval by the commissioners.

v) BILLS: allow the Auditor pay bills when they are due to avoid late charges if there is no meeting scheduled in time.

14. Old Business

a. Courthouse restroom remodel

15. New Business

a. Time Clock policy

16. Approval of proceedings – December 22, 2023

17. Claims

18. Reports

a. Auditor's Account with Treasurer

b. Register of Deeds

c. Clerk of Courts

19. Correspondence

20. Motion to adjourn until 9:00 a.m. on Tuesday, January 16, 2024