

PROCEEDINGS OF COUNTY COMMISSIONERS
MELLETTTE COUNTY, SOUTH DAKOTA
January 7, 2025

The meeting of the Mellette County Board of Commissioners was called to order by Auditor Galbraith in the Court Room in the Mellette County Courthouse at White River, SD on January 7, 2025 at 9:00 am. Commission members present were Vernon Brown, Wesley Schmidt, and Jr. Brandis; also present was Auditor Jenny Galbraith.

The pledge of allegiance was recited

All motions are to be considered unanimous unless otherwise stated.

Oaths of Office and Election of Officers Oaths of office were signed by all County Commissioners. Auditor Galbraith called for nominations for Commission Chairman: Brandis nominated Brown as Chairman. No other nominations were received. Vote was held with all members voting aye. Brown called for nominations for Commission Vice Chairman. Brown nominated Schmidt as Vice-Chairman. No other nominations were received. Vote was held with all members voting aye. Oaths of office of all elected officials were signed.

A motion was made to approve the agenda by Brandis, seconded by Brown.

Open Visitors – Public Comment: Chuck Willard, Bill Hutchinson, Robert Koskan, Charlie Fallis, Lon Dryer, and David Reiss. Chuck Willard and Bill Hutchinson discussed the Commission passing a resolution on the opposition to EID livestock tags. States Attorney Kirby Krogman will review and it will be put on the agenda for the next meeting. Robert Koskan and Lon Dryer discussed concerns about the roads and some work that needs to be done. Robert Koskan also expressed his concern about the ambulance service.

Road & Bridge – Auditor Galbraith discussed the MSHA training that will be held in Winner on February 12th or 13th and that all highway personnel needs to attend, there is no charge for this training. It was decided that they will attend on February 13, 2025. Charlie Fallis applied for the position of highway maintenance. A motion was made by Brandis to hire Fallis full time at \$25.00 per hour, second by Schmidt.

Auditor – Jenny Galbraith discussed with the Commission that she needed one of them to volunteer to be on the Zoning Board and another to volunteer to be on the Courthouse Security Committee. Brown volunteered to be on the Courthouse Security Committee and Schmidt volunteered to be on the Zoning Board.

Sheriff – Lafe Gildemaster joined the meeting and discussed with the Commission signing the contract with Charles Mix county for prisoner housing, the rate stays the same and it's ultimately just a back up housing facility. Motion by Schmidt to approve signing the contract, second by Brandis.

Treasurer – Hilary Nesheim provided the Commission an update on the Treasurer's office. The Commission discussed with her the names that were advertised as delinquent due to an overpayment from the mortgage companies

2025 Business Motions:

BASEMENT POLICY: Motion by Schmidt, second by Brandis to leave the 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.

OFFICIAL NEWSPAPER: Motion by Brandis, second by Schmidt to designate the Mellette County News as the official newspaper for the county whereby county publications are to be published.

OFFICIAL BULLETIN BOARD: Motion by Schmidt, second by Brandis to 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.

OFFICIAL DEPOSITORY: Motion by Valburg, second by Brandis to leave First Fidelity Bank, White River, South Dakota, as the official depository for county funds and to remove Casey Krogman signatory authority, to leave Jenny Galbraith, Hilary Nesheim, and Nikki Bryan on as signatory authority, and to authorize Rose Moran as a signer.

COMMISSION MEETINGS: Motion by Brandis, second by Schmidt that the regular meetings of the County Commissioners are held 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.

RATES FOR HIRE OF COUNTY EQUIPMENT: Motion by Brandis, second by Schmidt to leave the rates for the hire of County Equipment the same as 2024 as follows:

Mowing \$150.00 per hour for triple mower with tractor.

Backhoe work \$150.00 per hour.

Gravel hauled with county trucks \$150 per hour for hauling five miles & under and \$3.00 per ton per mile for hauling over 5 miles, \$.75 per ton for loading gravel.

Work with front-end loader \$200.00 per hour.

Blading and snow removal with motor grader \$300.00 per hour.

Gravel royalties to be determined by quality and accessibility of gravel.

The equipment is only allowed with the county patrol operator operating the equipment for said work.

MILEAGE RATE AND PER DIEM RATES: Motion by Schmidt, second by Brandis to set the mileage and per diem rate at State rate.

RATES FOR MELLETTE COUNTY AMBULANCE AND EMT'S AND EVOC'S: Motion by Schmidt, second by Brandis to add this to the next agenda when Karen O'Brien can attend the meeting.

COUNTY BURIALS: Motion by Schmidt, second by Brandis to leave the 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.

COUNTY HEALTH AND DENTAL INSURANCE: Motion by Brandis, second by Schmidt that 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.

BLOOD ALCOHOL RATES: Motion by Schmidt, second by Brandis that rate for taking blood alcohols is set at \$55.00 each.

PAY PERIOD: Motion by Schmidt, second by Brandis that there shall be one payroll period for all Mellette County Employees. The 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.

PATROL OPERATOR HOURS: Motion by Brandis, second by Schmidt to 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.

DESIGNATED PLACES WHERE CHATTELS ARE TO BE SOLD: Motion by Schmidt, second by Brandis that 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.

ELECTION OFFICIALS: Motion by Brandis, second by Schmidt that election officials shall receive \$250.00 per day plus actual miles traveled, with the exception of the Superintendent who shall receive \$260.00 per day plus mileage. Election officials working as resolution and counting board and post election audit shall receive \$75 per day plus mileage. Officials attending the Election Work Shop shall receive \$40 per day plus actual miles traveled.

POLLING PLACES: Motion by Brandis, second by Schmidt that the number of polling places for all county elections shall remain 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

SALARIES:

Office Deputy Starting Wage \$15.52/hour; no increase.

Janitor James Bentain \$17.12/hour; no increase.

Motion by Brandis, second by Schmidt that pay for Deputy Sheriff shall remain at \$23.31/hour with increase to \$25.31/hour after 6 months' probation period or law enforcement certification, whichever comes later.

Reserve Deputy Sheriff \$21.09/hour; no increase.

Motion by Brandis to increase Deputy Auditor Nikki Bryan from \$16.30/hour to \$18.00/hour, second by Schmidt.

Deputy Treasurer Rose Moran \$15.52; no increase

Deputy Register of Deeds Karen O'Brien \$17.12/hour 16 hours per week; no increase.

Jailers \$12.24/hour; no increase.

Motion by Brandis that Highway Dept. Highway Maintenance Worker Tre Iyotte wage of \$17.49/hour be increased to \$23.50/hour; second by Schmidt.

Motion by Brandis that Highway Maintenance worker starting wage be increased from \$17.42/hour to \$17.50/hour depending on experience; second by Schmidt.

Motion by Brandis that Seasonal or Part-time Highway help starting wage be increased from \$17.01/hour to \$17.50 per hour depending on experience; second by Schmidt.

Commission discussed the wage for highway bookkeeper Jenny Galbraith; Brandis motioned to increase wages from \$972.05 to \$950, which failed for a lack of second due to being a decrease.

Motion by Brandis that Highway Bookkeeper Jenny Galbraith salary increase from \$972.05/month to \$975.00/month; second by Schmidt.

VA Officer \$446.25 per month; no increase. Clinton Rasmusson VSO joined the meeting a discussed that he didn't think he was going to be able to continue doing this job and that he was working with his state supervisor to find someone that would be willing to take over. Will need to discuss it further at a future meeting.

Emergency Management Director Karen O'Brien \$393.75/month; no increase.

Employees who are issued a county issued cell phone: Highway Department Superintendent; Sheriff's Office personnel; Auditor.

ELECTED OFFICIALS & APPOINTED SUPERVISORS:

Motion by Schmidt, second by Brandis that County Auditor Jenny Galbraith, County Treasurer Hilary Nesheim, County Register of Deeds Stanley Krogman Sr. annual salaries increase from \$47,182.11 to \$48,200.00.

Motion by Schmidt, second by Brandis that the wage for County Director of Equalization Haley Gallant increase from \$20.64/hour to \$21.00/hour and that the amount of \$300 per month she is paid for website maintenance remain the same.

States Attorney, Kirby Krogman \$58,195.44; no increase.

County Sheriff, Lafe Gildemaster \$65,000.00; no increase.

Motion by Schmidt, second by Brandis to increase County Coroner Karen O'Brien from \$100.12 per call to \$105.00 per call.

County Commissioners, Vernon Brown, Wesley Schmidt, Jr. Brandis – Brown recommended that their salary increase to \$1000 per month since the salary has not been increased in 20 plus years; no motion made. Brandis motioned for an increase to \$800 per month, which failed for a lack of second. Schmidt declared since the salary of Commissioner has not been raised for 20 plus years maybe there did need to be an increase. Schmidt made a motion to increase to \$600 per month plus insurance, second by Brandis. No mileage will be paid for attending meetings.

PURCHASE LIMITS: Motion by Schmidt, second by Brandis to set all General Fund and Road & Bridge Fund purchases to \$1500.00 without prior approval by the commissioners.

BILLS: Motion by Schmidt, second by Brandis to allow the Auditor pay bills when they are due to avoid late charges if there is no meeting scheduled in time.

New Business

Auditor Galbraith discussed with the Commission the need to replace the Cenex Fleet Fueling cards with Sinclair Fleet cards since CHS will be closing and becoming a Sinclair station. Motion by Schmidt, second by Brandis to apply for the Sinclair cards.

Commission reviewed the proceedings from December 17, 2024; motion by Schmidt, seconded by Brandis to approve the proceedings.

CLAIMS: Commission reviewed claims for presented and claims that were paid out of meeting.

Motion by Schmidt, seconded by Brandis to approve the following claims:

GENERAL FUND: Commission: Jr. Brandis, 142.23, conference hotel; Mellette Co. News, 378.56, proceeding; Reliance Standard, 1.88, life insurance premium; SDPAA, 708.83, liability insurance.

Elections: SDPAA, 50.08, liability insurance. Auditor: Badger State Recovery, 8.75, shredding; TwoTrees Technologies, 48.75, server retention; First Bank & Trust, 117.04, commission gifts; McLeod's, 189.99, township books; Office Products, 64.44, copier; Quill, 32.45, batteries; Reliance Standard, 9.40, life insurance premium; SDPAA, 758.95, liability insurance; Timeclock Plus, 38.60, timeclock. Treasurer: Amazon, 39.58, envelopes; Badger State Recovery, 8.75, shredding; TwoTrees Technologies, 48.75, server retention; First Bank & Trust, 74.90, Quicken renewal; Mellette Co. News, 262.31, delinquent tax list publishing; Office Products, 64.44, copier; Reliance Standard, 9.40, life insurance premium; SDPAA, 758.95, liability insurance; Timeclock Plus, 38.60, timeclock; USPS, 505.00, postage. States Attorney: Reliance Standard, 9.40, life insurance premium; SDPAA, 708.83, liability insurance; SD States Atty Association, 722.54, annual membership dues. Court Appointed Attorney: Kelsey Ruby, 705.01, attorney fees; SDACC, 401.00, CLERP; Wendell Law Office, 2257.79, attorney fees. Courthouse: Cherry Todd, 1177.17, electric service; CHS, 729.92, propane; City of White River, 180.68, water/sewer/garbage; First Bank & Trust, 814.12, Christmas lights/carpet supplies/flooring strips; Jenny Galbraith, 18.04, laminate roller; HCS LLC, 474.00, camera repair; Quill, 591.31, conference table plus freight; Reliance Standard, 9.40, life insurance premium; Runnings, 191.96, paint; SDPAA, 9152.94, liability

insurance; Wig Wam, 32.85, supplies. Director of Equalization: Badger State Recovery, 8.75, shredding; CHS, 48.22, fuel for assessing; TwoTrees Technologies, 48.75, server retention; Office Products, 64.45, copier; Reliance Standard, 9.40, life insurance premium; SDAAO, 75.00, membership dues; SDPAA, 1302.55, liability insurance; Timeclock Plus, 38.60, timeclock. Register of Deeds: Badger State Recovery, 8.75, shredding; Office Products, 182.18, copier & repair; Reliance Standard, 3.76, life insurance premium; SDPAA, 758.95, liability insurance; Timeclock Plus, 38.60, timeclock. Phone/Internet: 583.06, phone/internet. Sheriff: Cenex Fleet Fueling, 150.71, fuel; CHS, 1493.98, fuel; Gillen's Station, 51.79, oil change; Golden West, 93.66, phone/internet; Office Products, 88.35, copier; Omnigo Software, 4554.39, record management; Reliance Standard, 28.20, life insurance premium; SDPAA, 6859.56, liability insurance; Timeclock Plus, 154.42, timeclock; Wig Wam, 17.01, supplies. Jail: Cherry Todd, 322.41, electric service; City of White River, 32.00, water/sewer; Golden West, 105.58, phone/internet; Thomas Keller, 8.12, battery; Pennington Co. Jail, 74.73, prisoner transport; SDPAA, 485.87, liability insurance. Coroner: SDPAA, 100.13, liability insurance. Ambulance: A&B Welding, 30.60, med oxygen; CC Medical Billing, 40.00, ambulance billing; Cherry Todd, 320.58, electric service EMS Bldg.; City of SDPAA, 4309.35, liability insurance. Extension: Office Products, 64.45, copier; SDPAA, 100.13, liability insurance. Planning & Zoning: Central SD Enhancement Dist., 7157.57, annual membership dues. E-911: Cherry Todd, 606.35, radio tower; City of Winner, 2371.20, October surcharge; Golden West, 52.58, phone service; SDPAA, 90.33, liability insurance. Fire: Cherry Todd, 320.59, White River; Cherry Todd, 644.48, electric service Wood, City of White River, 10.67, water/sewer; Golden West, 25.52, phone/internet; Tripp Co Water, 432.40, water Wood Fire; SDPAA, 5659.02, liability insurance. Emergency Management: Cherry Todd, 320.59, electric service EMS bldg.; City of White River, 10.67, water/sewer; Golden West, 25.52, phone/internet; SDPAA, 676.35, liability insurance. State Motor Vehicle Collection: SD State Treasurer, 44,296.96, December 2024 fees. ROAD & BRIDGE FUND: Butler Machinery, 6764.42, motor grader repairs; Chandlers, 830.00, motor grader door glass; Cherry Todd, 329.64, electric service Wood & White River; CHS, 4196.10, fuel; City of White River, 74.34, garbage; TwoTrees Technologies, 48.75, server retention; HCS LLC, 5510.00, cameras & installation; Office Products, 64.45, copier; Reliance Standard, 18.80, life insurance premium; SDPAA, 10,057.01, liability insurance; Timeclock Plus, 154.44, timeclock; Tripp Co. Water, 310.48, water. R&B DEBIT SERVICE: Capfirst Equipment Finance, 52,399.09, 2019 motor grader payment & interest. DECEMBER PAYROLL: Commissioners 1,774.51; Auditor 5,227.69; Treasurer 6,151.20; States Attorney 4,849.62; Courthouse 3,527.12; Director of Equalization 4,135.74; Register of Deeds 3,953.24; VA Office 4,68.56; Sheriff 17,880.72; Highway 15,285.09; Emergency Management 429.87.

Reports: Auditor's Account w/ Treasurer as of December 31, 2024 is as follows: Actual cash \$572.40; Checks \$6680.94. First Fidelity Checking \$1,519,302.21; First Fidelity CD's \$350,000.00; ROD Account \$250.00 Total: \$1,876,805.55. Register of Deeds collected \$6420.00 for the month of December 2024. Commission reviewed correspondence; no action required. At 2:52 pm Chairman Brown declared the meeting adjourned. Next meeting scheduled to be held on Tuesday, January 14, 2025 at 9:00 am.

Approved this 14th day of January 2025.

Vernon Brown, Chairman, Mellette County Commissioners

ATTEST

Jenny Galbraith, County Auditor