PROCEEDINGS OF COUNTY COMMISSIONERS
MELLETTE COUNTY, SOUTH DAKOTA
August 5, 2025

The meeting of the Mellette County Board of Commissioners was called to order by Chairman Brown in the Commissioner Room in the Mellette County Courthouse at White River, SD on August 5, 2025 at 9:01 am. Commission members present were Vernon Brown, Wesley Schmidt, and Jr. Brandis; also present was Auditor Jenny Galbraith and Highway Superintendent Tre Iyotte.
Visitors: Joe Kierl, SDGF&P; David Reiss CSDED; and George Dickson.

All motions are to be considered unanimous unless otherwise stated.

The pledge of allegiance was recited.

A motion was made to approve the agenda by Schmidt with the addition of location of fence on Mosher Road and approach permits; seconded by Brandis.

Public Comment: George Dickson wanted to let the Commission know that the Highway Maintenance worker in Wood is doing an excellent job.

Joe Kierl from SDGF&P presented the wildlife damage management annual report.

David Reiss from CSDED updated the Commission on where we are at with the update of the employee personnel and the funding for the renewal of the PDM plan.

Road & Bridge: Highway Superintendent Tre Iyotte updated commission on work progress and equipment repairs. Commission discussed the purchase of gravel from RST gravel pit located on Two Kettle Road, will need to have an agreement from RST for the purchase quantity and dollar amount per ton. Commission reviewed two Golden West application for occupancy on right of way located on High Hill Road and 288th Ave.; motion by Schmidt to approve the permits, second by Brandis. Commission addressed two complaints that were received; one was a fence that was put up on Mosher Road and is in the right of way, lease holder has been contacted and will move the fence; the second complaint was on an approach that was put in that is in a dangerous location, the landowner will be contacted and will look at potentially implementing an approach permit for the highway department.

Auditor: Commission discussed the 2026 Provisional Budget; it was decided that all looked good and was a balanced budget. Motion by Schmidt to publish the Provisional Budget and schedule the budget hearing for September 2, 2025 at 9:00 am, second by Brandis. Commission discussed proposed propane contracts from CHS for 1500 gallons at $1.49 for the highway departments and 6000 gallons at $1.49 for the courthouse. Motion by Brandis to approve the contract, second by Schmidt.

Unfinished Business: Commission discussed updates to the employee handbook that were received from CSDED. Galbraith is updating the changes that were discussed previously then will have David at CSDED review the changes. Galbraith requested that the update to the vacation/sick leave accrual policy be changed effective September 1, 2026. This would change the accrual from 8 hours of each per month to 4 hours of each per pay period which would increase vacation and sick leave by hours per year for each type of leave, will put on next agenda for approval.

New Business: Commission met via phone with DLA Brandi Pitts for the closing conference for the audit of 2022-2023. Pitts reviewed findings and recommendations with Commission. Auditor Galbraith presented info for SDACO County Convention on September 8-9 in Pierre; Stanley Krogman Sr., Hilary Nesheim, Wes Schmidt, Vernon Brown, Jr. Brandis, and Jenny Galbraith will be attending with a one-night hotel stay. Motion by Schmidt to approve registration fee and hotel stay, second by Brandis. Commission reviewed resignation from the Veteran Service Officer, will advertise for the position and contact the state representative to inform him of the vacancy.

Executive Session in accordance with SDCL 1-25-2(1) re. personnel: Motion by Schmidt to go into Executive Session at 12:14 pm, second by Brandis. Chairman Brown declared executive session over at 12:40 pm

Approval Of Proceedings: Motion by Schmidt to approve the proceedings July 1, 2025, seconded by Brandis.

Claims: Commission reviewed claims presented and claims paid out of meeting. Motion by Brandis to approve the following claims, seconded by Schmidt:

| | | |
|---|---|---|
| **COMMISSIONERS** | | |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 20.68 |
| MELLETTE COUNTY NEWS | PUBLISHING | 157.08 |
| **ELECTIONS** | | |
| MCLEOD'S | POST CARDS | 34.14 |
| **AUDITOR** | | |
| AMAZON CAPITAL SERVICES | TONER/OFFICE SUPPLIES | 454.58 |
| AT&T MOBILITY | CELL PHONE | 46.29 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 9.40 |
| TWOTREES TECHNOLOGIES | SERVER RETENTION | 48.75 |
| ULTRA SUPPORT | AGREEMENT 25-26 | 5325.00 |
| AT&T MOBILITY | CELL PHONE | 46.19 |
| FIRST BANK & TRUST | STAMPED ADDRESSED ENVELOPES | 912.20 |
| OFFICE PRODUCTS CENTER | COPIER | 16.50 |
| TWOTREES TECHNOLOGIES | RETENTION SERVER | 48.75 |
| **TREASURER** | | |
| AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 50.78 |
| FIRST BANK & TRUST | ADOBE SUBSCRIPTION | 249.95 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 9.40 |
| TWOTREES TECHNOLOGIES | SERVER RETENTION | 48.75 |
| ULTRA SUPPPORT | AGREEMENT 25-26 | 3290.00 |
| OFFICE PRODUCTS CENTER | COPIER | 16.50 |
| RAMKOTA HOTEL | MAY CONFERENCE HOTEL | 136.00 |
| TWOTREES TECHNOLOGIES | RETENETION SERVER | 48.75 |
| **STATE'S ATTORNEY** | | |
| ZACHARY J. PAHLKE | PRO TEM STATES ATTORNEY | 1184.00 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 9.40 |
| **COURT APPOINTED ATTY** | | |
| AISHA CARR | FILE 47CRI25-5 SS | 2784.35 |
| SANDY STEFFEN | FILE 47CRI23-26 MB | 1257.34 |
| SDACC | 3RD QUARTER CLERP | 761.00 |
| **COURTHOUSE** | | |
| CITY OF WHITE RIVER | WATER/SEWER/GARBAGE | 449.28 |
| DIRECT DIGITAL CONTROL | SUPPORT CONTRACT | 956.25 |
| FIREWATCH OUTPOST LLC | MOWER FUEL | 24.54 |
| PYE-BARKER | EXTINGUISHER INSPECT/RECHARGE | 300.00 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 9.40 |
| WEX BANK | FUEL - MOWER | 33.37 |
| CHERRY-TODD ELECTRIC | T84109083 COURTHOUSE | 720.53 |
| **DIR. OF EQUALIZATION** | | |
| AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 62.03 |
| FIRST BANK & TRUST | STAMPED ENVELOPES | 905.20 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 9.40 |
| TWOTREES TECHNOLOGIES | SERVER RETENTION | 48.75 |
| ULTRA SUPPORT | AGREEMENT 25-26 | 4850.00 |
| FIRST BANK & TRUST | CONFERENCE HOTEL | 714.00 |
| HALEY GALLANT | MILEAGE TO MITCHELL 326 @ $.67 | 218.42 |
| OFFICE PRODUCTS CENTER | COPIER | 16.50 |
| TWOTREES TECHNOLOGIES | RETENTION SERVER | 48.75 |
| **REGISTER OF DEEDS** | | |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 3.76 |

| | | |
|---|---|---|
| OFFICE PRODUCTS CENTER | COPIER | 35.00 |
| RAMKOTA HOTEL | MAY CONFERENCE HOTEL | 136.00 |
| **PHONE/INTERNET** | | |
| GOLDEN WEST COMPANIES | ACCT 0061477-3 PHONE/INTERNET | 652.91 |
| **IT & WEBSITE** | | |
| FIRST BANK & TRUST | WEBSITE | 26.54 |
| FIRST BANK & TRUST | WEBSITE HOST RENEWAL | 26.54 |
| **SHERIFF** | | |
| ALL AROUND GRAPHIX | DEPUTY SHIRTS | 274.00 |
| AT&T MOBILITY CELL | PHONES/RADIOS | 315.40 |
| CHOLIK SIGNS | DECALS ON 2025 CHEVY | 375.00 |
| FIRST BANK & TRUST | FORD EXPLORER PARTS | 269.72 |
| GALLS, LLC | TOURNIQUET | 106.95 |
| GILLEN'S STATION | OIL CHANGE FORD EXPLORER | 61.79 |
| GILLEN'S STATION | FUEL | 156.50 |
| PYE-BARKER | EXTINGUISHER INSPECTION/RECHAR | 363.00 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 28.20 |
| SD DEPARTMENT OF HEALTH | LAB FEES | 40.00 |
| SD PUBLIC ASSURANCE ALLIANCE | ADD 25 CHEVY | 285.00 |
| WEX BANK | UNLEADED FUEL | 1700.97 |
| AT&T MOBILITY | CELL PHONES & RADIOS | 309.86 |
| FIRST BANK & TRUST | COMPUTER | 1236.56 |
| GILLEN'S STATION | OIL CHANGE/ROTATE/REPAIR TIRE | 135.59 |
| OFFICE PRODUCTS CENTER | COPIER | 35.00 |
| W.W. TIRE SERVICE INC | 2019 EXPLORER TIRES | 693.08 |
| **JAIL** | | |
| CITY OF WINNER | JUNE PRISONER HOUSING | 2516.50 |
| CITY OF WINNER | JUNE PRISONER TRANSPORT | 404.29 |
| CITY OF WHITE RIVER | WATER/SEWER | 32.00 |
| CRS | MAY 25 PRISONER INSURANCE | 201.74 |
| CHERRY-TODD ELECTRIC | TD55113902 JAIL | 109.20 |
| CRS | PRISONER MED INVOICE 20142 | 145.14 |
| GOLDEN WEST COMPANIES | ACCT 00061477-3 INTERNET | 59.95 |
| **AMBULANCE** | | |
| A & B WELDING SUPPLY COMPANY | MED OXY | 40.05 |
| CC MEDICAL BILLING | JULY AMBULANCE BILLING | 45.00 |
| CITY OF WHITE RIVER | WATER/SEWER EMS BLDG | 32.73 |
| A & B WELDING SUPPLY COMPANY | MED OXY | 41.22 |
| CC MEDICAL BILLING | JUNE AMBULANCE BILLING | 45.00 |
| CHERRY-TODD ELECTRIC | T68586628 EMS BLDG | 39.17 |
| GOLDEN WEST COMPANIES | ACCT 00006912-5 EMS BLDG | 24.14 |
| **COUNTY EXTENSION** | | |
| OFFICE PRODUCTS CENTER | COPIER | 16.49 |
| **MENTALLY ILL** | | |
| PENNINGTON COUNTY STATES ATTY | ALLEGED MENTALLY ILL | 215.00 |
| **ROAD & BRIDGE** | | |
| AT&T MOBILITY | CELL PHONE | 46.29 |
| BACON REPAIR | TRUCK REPAIRS | 558.74 |
| BUTLER MACHINERY CO. | CAT326 REPAIRS | 2763.04 |
| CITY OF WHITE RIVER | GARBAGE - WR SHOP | 74.34 |
| DMC WEAR PARTS | WEDGES | 618.00 |
| RAYMOND DRIESBAUGH | MILEAGE 138 @ $.67 | 92.46 |
| FIREWATCH OUTPOST LLC | DEF | 2165.83 |
| GILLEN'S STATION | UNLEADED FUEL | 7.80 |
| GOLDEN WEST COMPANIES | WR SHOP INTERNET | 66.32 |
| HARRY K NAPA | OIL FILTER/AIR FILTER/OIL | 977.93 |

| | | |
|---|---|---|
| HIGH PLAINS TRUCK & TRAILER | GRAVEL TRAILER PARTS | 273.84 |
| PYE-BARKER | EXTINGUISHER RECHARG/INSPECT | 1882.16 |
| RELIANCE STANDARD LIFE INS. | LIFE INS PREMIUM | 24.91 |
| RUNNINGS | SHOP SUPPLIES | 225.95 |
| TRIPP CO. WATER USER DISTRICT | WATER - WOOD SHOP | 33.60 |
| TWOTREES TECHNOLOGIES | SERVER RETENTION | 48.75 |
| ULTRA SUPPORT | AGREEMENT 25-26 | 2085.00 |
| RANDY VRBKA | SHOP SUPPLIES | 74.48 |
| RANDY VRBKA | MILEAGE 59 @ $.67 | 39.53 |
| WEX BANK | UNLEADED FUEL | 506.04 |
| AT&T MOBILITY | CELL PHONE | 46.19 |
| CHERRY-TODD ELECTRIC | TD551143448 WR HWY SHOP | 74.56 |
| CHERRY-TODD ELECTRIC | TD55143441 WOOD HWY SHOP | 51.21 |
| CHS INC. | 1232.4 GAL DIESEL - WOOD | 3553.64 |
| CHS INC. | 807.8 GALLONS DIESEL -WR SHOP | 2617.27 |
| CHS INC. | 755 GALLONS DIESEL - NORRIS | 2302.75 |
| CORKYS AUTO SUPPLY, INC. | REPAIR PARTS | 221.15 |
| RAYMOND DRIESBAUGH | REIMBURSE AUGUST WELLMARK | 160.10 |
| HARRY K NAPA | OIL FILTER/RADIAL SEAL FILTER | 301.55 |
| HARRY K NAPA | OIL/OIL FILTER/FILTER WRENCH | 173.03 |
| HARRY K NAPA | OIL | 242.01 |
| HARRY K NAPA | 75PC TAP DIE SET/HYD OIL | 258.57 |
| LACREEK ELECTRIC | NORRIS SHOP ELECTRIC | 65.94 |
| TWOTREES TECHNOLOGIES | RETENETION SERVER | 48.75 |
| RANDY VRBKA | PARTS | 23.98 |
| **E-911 SERVICES** | | |
| CITY OF WINNER | MAY 2025 911 SURCHARGE | 2373.12 |
| GOLDEN WEST COMPANIES | E911 SERVICE ACCT 00077890-7 | 52.54 |
| **FIRE PROTECTION** | | |
| CITY OF WHITE RIVER | WATER/SEWER EMS BLDG | 32.73 |
| SD PUBLIC ASSURANCE ALLIANCE | ADD 24 FORD | 600.08 |
| CHERRY-TODD ELECTRIC | T68586628 EMS BLDG | 39.17 |
| CHERRY-TODD ELECTRIC | T197440 WOOD FIREHALL | 173.50 |
| GOLDEN WEST COMPANIES | ACCT 00006912-5 EMS BLDG | 24.14 |
| **EMERG/DISASTER SERV** | | |
| CITY OF WHITE RIVER | WATER/SEWER EMS BLDG | 32.72 |
| CHERRY-TODD ELECTRIC | T68586628 EMS BLDG | 39.16 |
| GOLDEN WEST COMPANIES | ACCT 00006912-5 EMS BLDG | 24.15 |
| **STATE MOTOR VEH.COLL** | | |
| SD STATE TREASURER | BIRTH FEE - $2 ADD ON - JULY | 27791.04 |
| SD STATE TREASURER | DRIVER LICENSING - JULY | 2479.00 |
| SD STATE TREASURER | TREAS MOTOR VEH FEES - JUNE | 36178.06 |
| SD STATE TREASURER | ROD VITAL REC FEE TO VITAL REC-JUNE | 340.00 |
| SD STATE TREASURER | ROD VITAL RECORD FEES TO GF -JUNE | 214.00 |
| SD STATE TREASURER | BIRTH FEE-CHILD ADD ON $2 - JUNE | 76.00 |
| SD STATE TREASURER | DRIVER LICENSING - JUNE | 1382.00 |
| SD ASSOC. OF COUNTY OFFICIALS | JULY M&P 36.00 | |
| SDACC | COUNTY COLLECTION M&P FUND | 46.00 |
| **SALES & EXCISE TAX** | | |
| SD STATE TREASURER | JAN2025 - JUNE2025 SALES TAX | 91.66 |
| SD STATE TREASURER | JAN2025 - JUNE2025 EXCISE TAX | 48.00 |
| **CLEARING ACCOUNT** | | |
| ELEVATE AGRONOMICS | EXECUTION EI | 9957.71 |

**JUNE TAX & SPECIAL HIGHWAY APPORTIONMENT:**

Colome Consolidated School, 5418.61

White River School, 41,447.26
City of Wood, 454.16
City of White River, 2562.67
Badnation Township, 221.07
BlackPipe Township, 509.13
Butte Township, 210.14
Cody Township, 351.99
Fairview Township, 280.06
Mosher Township, 221.07
New Surprise Valley Township, 41.84
Norris Township, 149.59
Prospect Township, 41.84
Redfish Township, 252.45
Rockyford Township, 231.53
Rosebud Township, 425.37
Runningbird Township, 125.99
Surprise Valley, 136.92
West River Water Development, 55.04

**JULY 11, 2025 PAYROLL**
Commission 2176.33
Auditor 2571.95
Treasurer 2571.94
States Attorney 3041.60
Courthouse 1901.44
Director of Equalization 2427.04
Register of Deeds 2273.26
VA Office 225.86
Sheriff 9719.16
Coroner 149.21
Highway 9246.81
Emergency Management 190.74

**JULY 25, 2025 PAYROLL**
Commission 871.98
Auditor 2054.22
Treasurer 2054.22
States Attorney 2523.86
Courthouse 1790.46
Director of Equalization 1909.32
Register of Deeds 2054.22
VA Office 225.86
Sheriff 9687.70
Coroner 130.45
Ambulance 188.39
Highway 8261.13
Emergency Management 190.75

Commission reviewed the following reports: Auditor's Account with Treasurer as of June 30, 2025 is as follows: Actual cash $572.40; Checks $12,287.89; Credit Card Payments $488.37. First Fidelity Checking $1,822,884.26; First Fidelity CD's $350,000.00; ROD Account $250.00 Total: $2,186,482.92. Auditor's Account with Treasurer as of July 31, 2025 is as follows: Actual cash $656.87; Checks $1438.74; Credit Card Payments $248.28. First Fidelity Checking $1,710,319.26; First Fidelity CD's $350,000.00; ROD Account $250.00 Total: $2,062,913.15. Register of Deeds collected $5618.00 for the month of July 2025. Clerk of Courts collected $1536.11 for the month of June 2025.

At 1:37 pm Chairman Brown declared the meeting adjourned. Next meeting will be held on Tuesday, September 2, 2025 at 9:00 am.

Approved this 2nd day of September 2025.

________________________________________
Vernon Brown, Chairman, Mellette County Commissioners

ATTEST:

________________________________________
Jenny Galbraith, County Auditor