

AGENDA
HAND COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING –TUESDAY, FEBRUARY 4, 2020 – 1 PM
HAND COUNTY COURTHOUSE, MILLER, SD

(URL / LINKS are provided when documentation has been provided to us in advance.)

***** PLEASE NOTE: The chairman has declared the entire meeting as the statutory period of public comment (SDCL 1-25-1)*****

Item & Approximate time

A: 1:00 Meeting Brought to Order by Chair

- Review of the Consent Calendar / Agenda
- Review and Approve the Register of Deeds, [Statement of Fees for December 2019](#).
- Approve of [the minutes from the meeting on January 14, 2020](#) with a correction. Correction: The amount suggested for burial costs was \$4,000 per year for 10 years.
- Execution of a prisoner [housing agreement with Charles Mix County](#)
 - \$65 per day
 - \$60 per hour during guarded transport (includes mileage).
 - Sent to the States Attorney for review.
- Execution of a prisoner [housing agreement with Beadle County](#)
 - \$80 per day
 - Excludes “Mental Holds” as those called “prisoners”
 - \$60 per hour during guarded transport
- Appointment Omission from January meeting. Greg Palmer is also on the railroad authority board.
- Ratify the straw poll vote to not request refunds from the Hand County Livestock and Crop Improvement Association for booth rental at the Farm & Home Show, which was cancelled by the blizzard.
- Approve a request from Clerk of Courts Marla Bertsch to have “WATCH YOUR STEP” signs placed at the steps up to the rest rooms and where else they may have steps. Clerk Bertsch had received complaints from guests to the third floor including one attorney. Approval would also approve and instruct the custodian to purchase and place the sign.
- Approval of Richard Clement Post 299 [Alcohol License Renewal for 2020](#) (Heath Smith or Teddy Schaff)

B: 1:15 Family Crisis Center – Penny Ihnen – Rural Advocate: 605-472-0508

- Annual visit and discussion about services
- Request for [Resolution \[2020-01\]](#) be adopted declaring support and use of the Family Crisis Center

C: 1:30 Weed & Pest – Randy Peck

- Request travel permission to attend the [annual Weed & Pest Conference](#) (Agenda)
 - February 18, 19, & 20 (two nights lodging)
 - Aberdeen: Best Western Ramkota Hotel and Convention Center
 - Purchase of the 2nd Polaris Ranger is complete ([purchase paperwork via link](#))
 - Will be advertising for seasonal help in March.
 - Approval to hire Alan Adkins (returning from last year) to help with equipment setup
 - Set Wage
 - Start Date
 - Under 19 per week or early start of normal seasonal?

D: 1:45 On Hand Economic Development – Kecia Beranek

- Invite to Miller Day at the legislature

E: 2:00 Sheriff – Shane Croeni

- Set wage for Sandi Selting and Theresa Lichty at \$14 per hour to match the offering from Assessor’s Office
- Request for “merit raises” for Chelsea Price & Colleen Peterman ([see handout - justification](#))

- Request for travel in April to attend Annual Sheriff's Conference in Deadwood
 - Request for travel in May for 3 days training on criminal interdiction in Pierre (lodging provided, no tuition)
 - Request to exceed spending limit on evidence collect supplies (bags, etc)
 - Monthly / Yearly summary (handout)
 - Additional Discussion ([handout #2](#))
 - Purchase Prisoner Cage for New Vehicle
 - Purchase Siren Horn for New Vehicle
 - Remove Nick Laidlaw from list of employees (dismissed during probationary period)
 - Request to advertise / hire temporary help to fill absences.
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F: 2:30 Aircraft Landing on County Highways

- Adoption of new fee, application form and requirements
 - Currently: Proof of Financial Responsibility \$2,000,000
 - Currently: \$50 application / permit fee
 - Signing Requirements
 - Location Restrictions
 - Application for Permit from Agtegra Cooperative (\$50 fee received on January 18, 2020)
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G: 2:45 SD-DOT STP program

- Ratify the hire of Rick Oligmueller to the Highway Department
 - Set his wage (has CDL already)
 - Permission / Notice to advertise for bids on supplies (Fuel, Road Oil, etc)
 - Unfinished business
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H: 3:00 Auditor – Doug DeBoer

- Review and Approve "[G/L Accounts Change Report](#)" for 2019, request recognition of the report.
 - To save time, I have divided the 31 pages between all five commissioners to review & approve.
 - Request for Records Destruction / Discussion and approval of state plan
 - Hourly Equivalent for Salaried Employee / Adoption of policy addition
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 - 2021 Budget Process starting.
 - Request that all wage related discussions occur before March 31.
 - CPI ([Consumer Price Index is 1.7% for 2020](#))
 - 211 Helpline
 - Continue with [211 service](#) on matching grant, Voucher for \$753.75 (Year 2)
 - Attended a workshop in Mitchell with Legislative Audit on preparing the Annual Report
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I: 3:30 Abatement Requests

- Confidential Property Owner (Internal Record Number 7373)
 - Application for Abatement on 107 East 4th Street, Miller, SD (605-853-2691)
 - North 17' of Lot 12 & All of Lot 13, Block 1 of the Atlantic Addition, City of Miller
 - Owner Occupied Valuation: \$94,271
 - Total Tax Debt: \$1,207.90
 - Confidential Property Owner (Internal Record Number: 7475)
 - Application for Abatement on 330 East 9th Street, Miller, SD (605-853-3457)
 - Lot 6, Biddle Subdivision
 - Owner Occupied Valuation: \$115,411
 - Total Tax Debt: \$1478.76
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J: 3:45 Care of the Poor Application – Doug DeBoer as Welfare Director

- Applicant Name is Confidential
 - Recommend Approval in the amount of \$ yet to be finalized.
 - Avera Heart Hospital
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K: 4:00 Jeff Hargens – Highway Department

- Discuss & Request Permission to advertise for supplies (Road Oil, Crushing, Rentals, etc)
 - Ratify the employment of Rick Oligmueller.
 - Set his wage
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L: 4:15 Shae Knox 4-H Office and Mike Moncur – Hand County 4-H Parent/Leaders Association

- Set the wage for Marlys Aune as part-time clerk / secretary. Working 16 hours (Tuesday & Thursday)
 - Suggested wage at \$14 per hour. Same rate we've paid other substitutes in other offices.
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M: 4:30 Commission's 30-minute Work Period for unfinished business

- 2020 Wheel Tax / [Review mock up - template](#)
 - [Other Wheel Tax Ordinances](#) (Via Google Drive)
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V: Minutes from subordinate boards or committees (Available via URL, not in binders)

- [Library Board Minutes](#) / Report for January (published independently)
 - [Local Emergency Planning Committee Minutes](#) from December 2019
 - [Weed & Pest Board Minutes](#) from December 2019
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W: Correspondence (Available via URL, small files printed, large files not in binders)

- [2019 Road & Bridge \(Rubble Site\) Inventory](#) as required by [SDCL 31-11-7](#)
 - [Redfield Rural Fire Protection District financial report](#).
 - [Polo Fire District year end financial report](#).
 - [Miller Fire Department financial report](#) (2019 and 2018).
 - Sweetland Wind Farm ([Executed Infrastructure Application – Agreement](#))
 - SD-Department of Revenue 2020 Documents on [2020 Equalization Boards](#) & [Property Owner Appeals](#)
 - Safety Benefits (SD Public Assurance Alliance Lost Prevention) [change in ownership notice](#)
 - SD-GFP – Wildlife Damage Management / 2019 Annual Report (on table for review)
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X: Reserved for Executive Session if needed:

- Justification of closed or executive session available to commissioners:
 - Reason 1: SDCL 1-25-2(1) for personnel
 - Reason 2: SDCL 1-25-2(3) consult attorney
 - Motion must specify one of the reasons above.
 - Motion requires majority vote
 - Decisions / resolution must be in OPEN session.
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Y: Reserved for Commissioner Comment / Closing Discussion

Z: Setting of date and time of next meeting and adjournment to close meeting.

- Next regular meeting is March 3, 2020 at 1 o'clock.
- Moved by _____, seconded by _____ to adjourn.
 - All in favor: _____, those opposed: _____
 - Time of adjournment: _____