

**SPINK COUNTY COMMISSION PROCEEDINGS
REDFIELD, SOUTH DAKOTA**

The Spink County Board of Commissioners met at 8:30 AM on Tuesday, January 7, 2025, at the Spink County Courthouse. Present were Commissioners Dave Albrecht, Brian Johnson, Brett Knox, Kevin Siebrecht, and Suzanne Smith. Theresa Hodges, Auditor, acting as Chairman Pro-Tem, opened the meeting with the Pledge of Allegiance.

ADOPT AGENDA

Motion was made by Albrecht, seconded by Smith, to adopt the agenda with the addition of appointment of Highway Superintendent and an executive session to discuss personnel. All members voted aye. Motion carried.

MINUTES APPROVED

Motion was made by Johnson, seconded by Knox, to approve the minutes of the December 31, 2024 Commission meeting. All members voted aye. Motion carried.

CORRESPONDENCE

- NESDEC Copy of Certificate of Service, Notice of Hearing, Motion to Reduce Redemption Period, Motion to Allow Inspection & for Order Authorizing Plaintiff to Enter Property to Secure & Protect the Mortgaged Property

CHAIRMAN NOMINATIONS

Hodges called for 2025 Spink County Commission Chairman nominations pursuant to SDCL 7-8-15.

Motion by Smith to nominate Brian Johnson for 2025 Chairman and that nominations cease; seconded by Knox. All members voted aye. Motion carried.

Chairman Johnson then called for nominations for Vice Chairman. Motion by Albrecht to nominate Suzanne Smith for 2025 Vice Chairman and that nominations cease; seconded by Siebrecht. All members voted aye. Motion carried.

COMMISSION APPOINTMENTS:

Motion was made by Albrecht, seconded by Knox, to approve the appointments of Commissioners to the following Boards for 2025:

County Employees Health Insurance	Brian Johnson
Drainage	All Commissioners & Denise Fliehe, Administrator
E911	All Commissioners
4-H Expansion & Advisory Committee	Brett Knox
Fair	Brian Johnson
Grow Spink	Kevin Siebrecht
Law Enforcement	Suzanne Smith and Brian Johnson
LEPC	Suzanne Smith
Northeast Council of Governments	Brian Johnson, Brett Knox & Clayton Blachford (member at large)
Personnel Policy Board	Dave Albrecht
Spink County Ambulance	Suzanne Smith
Aberdeen Brown County Railroad Authority	Suzanne Smith and alternate Kevin Siebrecht

All members voted aye. Motion carried.

RESOLUTION DESIGNATING SPINK COUNTY BANK DEPOSITORIES FOR 2025 (#25-1)

WHEREAS, the Spink County Board of Commissioners is to designate the bank depositories for all County funds,

BE IT RESOLVED that the following financial banking systems within Spink County be named as bank depositories for county funds:

BMO, Redfield Branch, Redfield
First Interstate Bank, Redfield Branch, Redfield
American Bank & Trust, Mellette
Farmers State Bank, Turton
Plains Commerce Bank, Conde
Heartland State Bank, Redfield Branch, Redfield; Tulare Branch, Tulare
And Dakotaland Federal Credit Union, Redfield;

BE IT FURTHER RESOLVED, that the following banking system within Spink County is the active depository for deposits and withdrawals of daily receipts of cash, checks, drafts and other cash items:

RESOLUTION ESTABLISHING COMPENSATION FOR ELECTION BOARDS (#25-2)

WHEREAS, annually it is the duty of the Spink County Board of Commissioners to establish an hourly rate to be paid to Superintendent and Deputies of each election and additional canvassing board, if appointed, in accordance with SDCL 12-15-11 and any amendments thereto, therefore,

BE IT RESOLVED by the Spink County Board of Commissioners, that the person delivering the poll books and ballot boxes to the proper authority to and from the polling place shall receive the current County rate for mileage for miles necessarily traveled in going to and returning from making such delivery, and

BE IT RESOLVED that the Superintendent and Deputies who attend the Election School shall receive \$25.00 per diem in accordance with SDCL 12-15-7, \$250 per diem for Election Day and the current County rate for mileage for miles necessarily traveled in going to and returning from such school, and

BE IT RESOLVED that the Resolution Board, Absentee Precinct Board, and Post-Election Audit Board members shall receive a minimum of \$60.00 or \$16.50 per hour if their time exceeds 3.5 hours, and

BE IT RESOLVED that aids providing assistance at the polling places shall receive \$12.00 per hour, and

BE RESOLVED that the polling places shall receive compensation of \$75.00 each for the Primary and General Elections.

RESOLUTION SETTING PER DIEM FOR BOARDS (#25-3)

WHEREAS, the Spink County Board of Commissioners is to set a per diem for the boards, such as County Fair, 4-H, E-911, and any other board pertaining to the County,

BE IT RESOLVED that each member of the boards shall receive the amount of \$35.00 per diem for each and every meeting attended, plus the current County rate per mile to and from each meeting, and

BE IT RESOLVED that when a telephone conference call is made instead of a meeting each Board member shall receive \$5.00 if contacted on telephone conference call, and

BE IT RESOLVED that when a Board member attends a multi-day state annual conference in accordance with grant requirements, the Board member shall receive the amount of \$100.00 per diem, and

BE IT FURTHER RESOLVED that the County Commissioner who is a member of such board shall receive mileage at the County rate, but Commissioner's membership on such Board is part of the duties as a County Commissioner.

RESOLUTION TO DESIGNATE PLACE TO HOLD CHATTEL MORTGAGE SALES (#25-4)

WHEREAS, it is the duty of the Spink County Board of Commissioners to designate the place at which Chattel Mortgage sales may be held in Spink County,

THEREFORE, BE IT RESOLVED by the Spink County Board of Commissioners that the Court House in the City of Redfield is hereby designated as the place for holding Chattel Mortgage sales in Spink County.

RESOLUTION DESIGNATING OFFICIAL COUNTY NEWSPAPERS - SDCL 7-18-3 (#25-5)

WHEREAS, it is the duty of the Spink County Board of Commissioners to designate and appoint the Spink County Official Newspapers,

THEREFORE, BE IT RESOLVED by the Board of Spink County Commissioners that The Redfield Press, Redfield, South Dakota, be designated and appointed the Official Legal Newspaper for Spink County, South Dakota, for the year 2025, and

BE IT FURTHER RESOLVED, that such proceedings shall be published as soon after any meeting as practicable.

SPINK COUNTY WEIGHT LIMIT ENFORCEMENT RESOLUTION (#25-6)

WHEREAS, seasonal climatic changes can be detrimental to our highways, and

WHEREAS, the Spink County Board of Commissioners desires to protect existing Spink County highways, saving tax dollars, and

WHEREAS, the Spink County Board of Commissioners desires the enforcement of weight limitation of Spink County roads as set forth and posted by the Spink County Highway Superintendent, and

WHEREAS, the limits on Spink County Highways shall be set at six (6) ton per axle and the speed limit shall be set at 40 miles per hour on all asphalt surface roads, plus six miles of gravel from Day County west to State Highway 37, during the spring thaw period and when limit signs are in place,

NOW, THEREFORE BE IT RESOLVED, that the South Dakota Highway Patrol be and hereby is authorized and requested to enforce weight limitations on Spink County roads.

BE IT FURTHER RESOLVED that the penalty for the violation of load restrictions shall be as set forth in SDCL 32-22-55.

RESOLUTION SETTING BURIAL FEES (#25-7)

WHEREAS, it is the duty of the Spink County Board of Commissioners to establish an amount to be paid for services for County Burial in accordance with SDCL 28-17-4 and any amendments thereof,

BE IT HEREBY RESOLVED that for a standard sized casket and the burial services the sum of \$2500.00 shall be allowed plus, \$700 for a vault if used, the invoice amount for the opening and closing of the grave, the current IRS rate for mileage, and a flat fee of \$2500.00 for cremations.

RESOLUTION SETTING NUMBER OF DEPUTIES AND CLERKS (#25-8)

WHEREAS, law requires the Board of Commissioners to fix the number of deputies and clerks that shall be employed in the offices of the County Treasurer, Auditor, Coroner and Register of Deeds, the time of employment and the compensation which they shall receive,

NOW, THEREFORE, BE IT RESOLVED by the Spink County Board of Commissioners, in session this 7th day of January 2025, that in accordance with SDCL 7-7-20 deputies and clerks may be employed in these offices as follows:

- Treasurer – one full-time deputy and one permanent part-time deputy;
- Auditor – two full-time deputies;
- Coroner – deputies as needed;
- Register of Deeds – one part-time deputy.

BE IT FURTHER RESOLVED that a part-time clerk may be employed at times in any of the offices, as deemed necessary by the elected officer. Salaries are to be as set by this Board.

Motion was made by Smith, seconded by Knox, to approve and adopt the above eight resolutions. All members present voted aye. Motion carried.

Dated this 7th day of January, 2025,

Brian Johnson, Chairman
Spink County Board of Commissioners

ATTEST:

Theresa Hodges, Auditor
Spink County, South Dakota

APPOINTMENT OF DRAINAGE BOARD

The Board of Spink County Commissioners, in session this 7th day of January 2025, appoint the Spink County Board of Commissioners to the Spink County Drainage Board and also appoint Denise Fliehe as Drainage Administrator to be responsible for getting applications filled out, notifying County Commissioners, and setting hearing dates.

APPOINTMENT OF PLANNING & ZONING BOARD

The Board of Spink County Commissioners, in session this 7th day of January 2025, appoint the Spink County Board of Commissioners to the Spink County Planning & Zoning Board.

REGIONAL AGING COUNCIL

The Board of Spink County Commissioners, in session this 7th day of January 2025, appoint Mary O'Donnell to be Spink County's board members on the Regional Aging Council of Northeast South Dakota.

Motion was made by Knox, seconded by Siebrecht, to approve and adopt the above appointments to the three boards. All members present voted aye. Motion carried.

VOLUNTEERS FILED- Deputy State's Attorneys: Alyssa Horn, Sovanna Beekman; 4-H: LEPC: Dave Bucholz, Lillie Bucholz, Adam Hahler.

2025 SPINK COUNTY FEE SCHEDULE

The proposed non-mandated fee schedule for 2025 was filed with recommended changes noted. Tracey Millar, Director of Equalization, discussed additional changes to the fee schedule. Motion was made by Smith, seconded by Albrecht, to adopt the 2025 Spink County non-mandated fees with the following changes: building permits value 0-50,000 - \$30.00, 50,001-150,000 - \$60.00, 150,001-300,00 - \$90.00, 300,001-500,000 - \$200.00, 500,001-1,000,000 - \$400.00, 1,000,001-4,000,000 - \$600.00, 4,000,001 and up - \$2,000.00; increase building permit late fees to \$50.00 plus building permit fee for 1st notice, \$100 plus building permit fee for 2nd notice, \$150.00 plus building permit fee for 3rd notice, with 2 weeks between each notice, following 3rd notice names and current fines due will be reported to the Planning & Zoning Board and States Attorney; add drainage permit renewal \$50.00; increase the following: Fairgrounds rent - \$250.00/day; 4-H Exhibit building Whole building - \$550/day, same day meetings arena only - \$125/half day - \$200 whole day, whole building - \$150.00/half day - \$250.00/whole day; Highway Dept. Fees - oversize permit \$50/single trip or \$125/annual, Snow Removal labor -\$45/hr., truck/grader/loader - \$155/hr.. Maintenance labor- \$45/hr., truck/grader/loader - \$120/hr., Weed Dept. labor - \$45/hr. All members voted aye. Motion carried. Fee schedule is available in related Departments and on the County website.

SHERIFF

Jenna Appel, Sheriff, gave an update of activities and filed three prisoner housing agreements.

PRISONER HOUSING AGREEMENT

Motion was made by Siebrecht, seconded by Knox, to approve the following agreements: Charles Mix County Prisoner Housing Agreement with a term of January 1, 2025 to December 31, 2025, for \$90.00 per adult prisoner day; the Beadle County Prisoner Housing Agreement with a term of January 1, 2025 to December 31, 2025, for \$105.00 per adult prisoner day; and Beadle County Juvenile Detention Center Prisoner Housing Agreement with a term of January 1, 2025 to December 31, 2025, for \$325.00 per juvenile prisoner day. All members voted aye. Motion carried.

EXECUTIVE SESSION

At 9:03 AM a motion was made by Knox, seconded by Siebrecht, to go into executive session to discuss personnel, with Jenna Appel, Sheriff, and Theresa Hodges, Auditor, present. All members voted aye. Motion carried. Chairman Johnson declared the board out of executive session at 9:11 AM with the following action taken: Motion was made by Smith, seconded by Knox, to approve the disciplinary action of one day of unpaid, suspended leave for an employee as discussed in executive session. All members voted aye. Motion carried.

RURAL ACCESS INFRASTRUCTURE FUNDING

Jeff Haessig, Highway Superintendent, reviewed applications that were filed for the Rural Access Infrastructure Grant. 2 townships filed an application. Each application was filed with one cost estimate, with inability to obtain a second estimate.

Motion was made by Smith, seconded by Siebrecht, to approve Olean Township's application for replacement of culvert 58-3403-1024, total project cost \$19,492.00, 80% grant award \$15,594.00; and Union Township's applications for replacement of: culvert 58-3141-4159, total project cost \$39,960, 80% grant award \$31,968.00. All members voted aye. Motion carried.

MEEETING DATES

April meeting dates were set as the 8th and 22nd due to Equalization.

TREASURER

Amy Michlitsch, Treasurer, requested overtime approval for her staff to process tax bills and do training for the new motor vehicle system. Motion was made by Smith, seconded by Knox, to approve up to 5 hours of overtime per employee through the end of January. All members voted aye. Motion carried.

PUBLIC COMMENT

Deb Curtis, resident, inquired on shower facilities and availability at the fairgrounds.

PERSONNEL

The 4-H Assistant position was discussed. The position will be advertised for an additional three weeks.

4-H PROGRAM

Information regarding the SD 4-H Regional Youth Educator position and the support offered to county programs was filed.

FAIR BOARD

Motion was made by Knox, seconded by Smith, to approve the recommended revisions from the Spink County Fair Board to the Fair Buildings and Grounds Rental Agreement. All members voted aye. Motion carried.

ROW AGREEMENT

Motion was made by Albrecht, seconded by Knox, to approve the Right of Way Agreement between RLTC, Inc. and the County of Spink, for Lot H4 in the SE ¼ of the NE ¼ 5-116N-62W, except Lot H2 and Lot H3, Spink County, South Dakota, Lot H4 containing 0.75 acres more or less; and Lot H4 in the S ½ of the NW ¼ 4-116N-62W, except a strip of land 7 feet wide conveyed to Spink County and except Lot H2 and Lot H3, Spink County, South Dakota, Lot H4 containing 0.12 acre more or less. All members voted aye. Motion carried.

OFFICE SPACE

Tracey Millar, Director of Equalization, requested to use a room in the previous Sheriff's Department for file storage. The consensus of the board was to approve the request with the condition that files for departments be properly secured within the office space.

RECAPITULATION OF TAXES

Theresa Hodges, Auditor, reviewed the Recapitulation of Taxes for 2024 pay 2025, taxes levied in Spink County totaled \$17,974,464.27 for the County, 10 municipalities, 36 townships, 8 school districts, and 3 special districts.

QUOTE

Motion was made by Knox, seconded by Smith, to approve Connecting Point's quote of \$1,373.04 for the purchase of HP Elite Mini workstation and needed licenses for the States Attorney's Office. All members voted aye. Motion carried.

APPOINTMENT OF HIGHWAY SUPERINTENDENT

Motion was made by Knox, seconded Smith, to reappoint Jeff Haessig as Highway Superintendent for an additional two years, as per SDCL 31-11-1, beginning January 1, 2025. All members voted aye. Motion carried.

PUC DOCKET

Tracey Millar, Director of Equalization, was present to discuss PUC Docket HP24-001. Filed was SD PUC Staff's amended proposal for procedural schedule for HP24-001.

2025 SALARIES FILED – Highway Department: Barry Bawek 26.54/hr.; Kevin Corkins 26.66/hr. *, Shawn Doren 25.79/hr.; Greg Drayer 26.66/hr. *, Travis Fast 26.66/hr. *, Roger Metzinger (Foreman) 27.95/hr. *, Todd Miner 26.66/hr., Jerome Morgan 26.66/hr., Jason Murray(Lead Worker) 28.49/hr. *, Jerrod Peterson 26.66/hr. *, Garrett Salonen 26.66/hr., Randy Woodward 26.66/hr. *;

Clerks and Deputies: (Treasurer, Register of Deeds, Extension, Health, Highway, States Attorney) Ann Bottum 24.05/hr., Janelle Cowles-Nelson 24.90/hr. *, Kristina Hausvik 23.79/hr., Audrey Helm 24.90/hr. *, Amy Hermann 24.56/hr. *, Shawnmarie Lewis 23.79/hr.;

Certified Deputies: (Auditor, Director of Equalization) Heather Jatton 25.86/hr. *, Tamara Suchor 25.86/hr. *, Yvette Albrecht 25.86/hr., Denise Fliehe 24.90/hr., Sally Schwab 25.86/hr. *;

Office Manager: (Highway) Shirley Howe 25.86/hr. *;

Sheriff's Dispatchers: Amy Akin 27.85/hr.(Chief); Colette Habbena 25.44/hr., Jessica Jolly 24.56/hr., Christine Michlitsch 25.44/hr.; Cynthia Roe 25.44/hr. *, Jason Kraft 24.95/hr., Kandi Shantz 24.05/hr.; Dispatchers also receive a shift differential of \$0.50/hr for hours worked between 2 PM – 10 PM; and \$1.00/hr for hours worked between 10 PM – 6 AM;

Sheriff's Deputies: Brett Christman(Chief Deputy) 31.49/hr. *, Tonya Mayou 29.25/hr., John Miller 28.29/hr., Trent Remily 27.58/hr., Branden Roe 28.29/hr., Jackson Spurr 27.58/hr., Bryan Warner 28.29/hr., Jerrin Wiman 28.29/hr., Jason Kraft 28.29/hr.; Deputies also receive a shift differential of \$0.50/hr for hours worked between 2 PM – 10 PM; and \$1.00/hr for hours worked between 10 PM – 6 AM;

Maintenance: Lisa Otto 24.49/hr.;

Elected and Appointed Officials Annual Salary: Commissioners: David Albrecht, 14,000.00/yr., Brian Johnson 14,000.00/yr., Brett Knox 14,000.00/yr., Kevin Siebrecht 14,000.00/yr., Suzanne Smith, Chair 15,200.00/yr.; States Attorney: Victor Fischbach 63,767.00/yr., Sheriff: Jenna Appel 79,923.00/yr. *, Register of Deeds: Sonja Muellenberg 67,215.00/yr., Highway Superintendent: Jeff Haessig 79,923.00/yr. *, Auditor: Theresa Hodges 79,923.00/yr. *, Treasurer: Amy Michlitsch 67,215.00/yr. *, Director of Equalization: Tracey Millar

73,166.00/yr.*; Coroner: Kelly Hyke 12,755.00/yr. plus \$125.00 per inquest; EMS: Andrew Rindelaub 60,828.00/yr.*; VSO: Steve Wollman 24.74/hr.;

Crossing Guards 20.48/hr.; Home Detention Monitors 22.56-23.35/hr.; Dispatcher serving as Matron/regular hourly wage; Temps will receive \$18.00-21.50/hr and Highway Temps will receive \$21.00-25.00/hr both depending upon experience, and at the discretion of supervisor.

*These employees receive longevity pay. Spink County's policy is \$25/year for years of service 5-9; \$45/year for years of service 10-14; \$65/year for 15-19; \$85/year for 20-24 and \$105/year for years of service 25 and beyond.

EXPENSE REQUESTS

Motion was made by Albrecht, seconded by Knox, to approve the following expense requests:

- All Highway Department Personnel, Safety Benefit-MSHA Annual Refresher, Aberdeen, SD;
- Jeff Haessig, Highway Superintendent, 2024 State Weed & Pest Conference, Huron, SD;
- Jeff Haessig, Highway Superintendent, SD Asphalt Conference, Mitchell, SD;

All members voted aye. Motion carried.

CLAIMS AND REPORTS ALLOWED

Motion was made by Knox, seconded by Smith, to approve the following claims and reports. All members voted aye. Motion carried.

DECEMBER PAYROLL		SDML WORKERS' COMP FUND	300.44
Commissioners	5734.15		
Auditor	18707.88	STATES ATTORNEY	
Treasurer	14348.92	SD STATE'S ATTY ASSOC	855.83
States Attorney	11544.68	SDML WORKERS' COMP FUND	225.76
Government Building	5266.19		
Director of Equalization	20001.11	CT APPT ATTY & CLERP	
Register of Deeds	7157.91	CHRISTOPHER DOHRER	2849.50
Veterans Service	1482.44		
Sheriff	69295.74	GOVERNMENT BUILDINGS	
Jail	1149.16	OTIS ELEVATOR COMPANY	1220.28
Coroner	2971.45	REDFIELD CITY	196.50
Welfare Director	625.09	SDML WORKERS' COMP FUND	1390.47
WIC	5464.39		
Fair	262.10	DIRECTOR EQUALIZ.	
Extension	2800.16	MANATRON, INC	10693.83
Weed & Pest Control	384.55	SCHNEIDER GEOSPATIAL, LLC	11832.00
Planning & Zoning	5510.62	SDML WORKERS' COMP FUND	2827.17
Highway	80243.68		
E-911	20256.25	REGISTER OF DEEDS	
Emergency Management	6038.27	SD COUNTIES	341.95
24/7 Sobriety	477.07	SDML WORKERS' COMP FUND	138.66
Heartland State Bank-ACH FEE	25.00		
		VETERANS SERVICE	
COMMISSIONERS		SDML WORKERS' COMP FUND	471.20
SD COUNTIES	2599.00	TYLER TECHNOLOGIES, INC	449.00
SDML WORKERS' COMP FUND	231.10		
		SHERIFF	
ELECTION		AUTOMATIC BUILDING CONTROLS	1599.00
E S & S, INC.	5536.99	L-TRON CORPORATION	8359.92
SDML WORKERS' COMP FUND	23.11	LEXIPOL LLC	675.00
		NATIONAL SHERIFF'S ASSOC	125.00
JUDICIAL SYSTEMS		NELSON AUTO CENTER	124642.74
ALEX WORLIE	60.80	REDFIELD CITY	102.00
		SD SHERIFFS' ASSOCIATION	690.83
AUDITOR		SDML WORKERS' COMP FUND	10010.29
SD COUNTIES	341.94		
SDML WORKERS' COMP FUND	327.72	JAIL	
		BEADLE COUNTY SHERIFF	145.00
TREASURER		SDML WORKERS' COMP FUND	376.96
SD COUNTIES	341.94		

CORONER		PLANNING BOARD	
SDML WORKERS' COMP FUND	37.31	SDML WORKERS' COMP FUND	115.55
WELFARE		RD & BRG - ADMIN	
SDML WORKERS' COMP FUND	46.22	AGTEGRA COOPERATIVE	1546.05
WIC		BUTLER MACHINERY CO.	78.84
SDML WORKERS' COMP FUND	115.55	CAPITAL ONE TRADE CREDIT	209.97
COUNTY FAIR		POWER PLAN (RDO)	39.36
REDFIELD CITY	52.75	SBS LUMBER & HARDWARE	302.55
SDML WORKERS' COMP FUND	11.56	REDFIELD CITY	88.00
EXTENSION		SDML WORKERS' COMP FUND	28999.45
SDML WORKERS' COMP FUND	148.97	TRANSOURCE TRUCK & EQP INC	282.20
WEED CONTROL		E-911	
SDML WORKERS' COMP FUND	382.25	SDML WORKERS' COMP FUND	346.66
		EMERGENCY MANAGEMENT	
		SDML WORKERS' COMP FUND	1080.60

REPORTS

- May-December 2024 Sheriff Reports
- December 2024 Register of Deeds Statement of Fees Collected.: \$21,650.40
- December 2024 Comp & OT Report
- January 2025 Quotes on Diesel Fuel & Ethanol/Gas
- PDM Plan Update Quarterly Report

Chairman Johnson declared the meeting adjourned at 10:28 AM until 8:30 AM, Tuesday, January 21, 2025.

Brian Johnson, Chairman
Spink County Board of Commissioners

ATTEST:
Theresa Hodges, Auditor
Spink County, South Dakota

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