

Unapproved
MARSHALL COUNTY COMMISSION MEETING
Britton, South Dakota

The Board of County Commissioners met in regular session at 9:00 a.m. on January 2, 2024 at the Marshall County Courthouse. Members present were Luttrell, Knebel, Schuller and Medhaug. Commissioner Jones was absent. The meeting was open to the public. The Pledge of Allegiance was recited by everyone in attendance.

REORGANIZATION:

County Auditor Megan Biel presided and nominations opened for a new chairperson. Medhaug moved, Knebel seconded to nominate Commissioner Schuller, Medhaug moved, Knebel seconded that nominations cease. All members present voted aye to elect Commissioner Schuller as Chair. The chairman has the authority to make and/or second motions as well as set the rules of order for the board.

Medhaug moved, Knebel seconded to nominate Commissioner Jones as vice-chairperson.

Knebel moved, Medhaug seconded that nominations cease. All members present voted aye to elect Commissioner Jones as vice-chairperson.

Luttrell moved, Knebel seconded to approve the following board appointments and expense allowances. All members present voted aye.

Weed Board: Commissioner Jones, Mike Nelson, Hans Nelson, David Nelson, Mike Atkinson.
Weed board members to receive \$40.00 per diem per meeting.

Glacial Lakes Assn.: Commissioner Medhaug

GLAD Board: Commissioner Schuller

Marshall County Healthcare Center Board: Commissioner Schuller

Marshall Regional Railroad Authority Board: Commissioners Knebel & Schuller

Northeast Council of Governments: Commissioners Luttrell & Jones, member at large: Zoning Director Erin Collins-Miles

Board members receive \$40.00 per diem, plus federal mileage rate to attend above board meetings.

Promotion and Expansion Committee: Commissioner Knebel

Promotion and Expansion Committee Members: Karole Chapin, LeRon Knebel, Jennifer Carlson, Rhonda Hardina, Ashley Hagen, Karen Mikkelson
Youth Members: Jayden Bender, Oliver Moeckly, Emily Effling

Board members receive \$40.00 per diem, plus federal mileage rate.

Zoning Board: All Commission Board members. Zoning board members will receive \$40.00 per diem per zoning board meeting.

County buildings: All Commission Board members. Board members receive \$40 per meeting if special meeting is called specifically for County Building purposes.

Northeast Mental Health Center Board: Sheila Sutton

Emergency Management: (Chairman of the Committee) Chairman and Vice-chairperson

Local Emergency Planning Committee: All Commissioner Board Members

Drainage Board: All Commission Board Members
Drainage board members will receive \$40.00 per diem per drainage board meeting.

EMT's to receive \$40.00 per diem for attending a monthly continuing education meeting. No compensation for mileage.

Official Newspaper: Marshall County Journal

Mortgage Foreclosure Sites: Courthouse, Britton. Agtegra, Langford. Great Plains Bank, Eden. Front door of the post office, Lake City Town and Veblen City.

Burial Expense: A maximum fee of \$2,750.00 for a county funeral, \$2,000.00 for a cremation, plus grave liner and opening and closing at invoice amount.

Election Expense: Payment for Election Superintendent, deputies, interpreters and post-election audit to be set at \$20.00/hour for all election workers. The fee to attend the school of instruction will be \$20.00 plus federal mileage rate from the workers home to the school and back home. The election worker returning election supplies to the courthouse will be paid federal mileage rate from the precinct to the courthouse and back to their home.

Expense Allowance: Expense allowance for county employees to attend educational meetings throughout the year will be federal mileage rate for mileage reimbursement if a county vehicle is not available, state mileage rate if a county vehicle is available; room rates as charged, with state rates recommended if available. A maximum of \$40.00/day for meals is allowed based on the time the employee is out of the County per the Marshall County Personnel Policy. Receipts must accompany voucher for registration, lodging, etc. Pre-approval by the board is no longer required before attending any meeting for expenses to be allowed, but meetings attended must be pertinent to the employees duties in order to be reimbursed.

County Commissioners will receive \$40 per day for attending educational meetings on behalf of Marshall County.

Bank depositories: First Savings Bank, Britton. Great Plains Bank, Eden. Dacotah Bank, Langford. Norstar Federal Credit Union, Britton.

SALARIES:

Knebel moved, Schuller seconded to approve the following salaries effective December 17, 2023:

ELECTED OFFICIALS: Annually: Commissioners Leron Knebel Sr., Matthew Schuller, Lynda Luttrell, Kevin Jones, Doug Medhaug \$7,685.85, plus \$1254.24 per Diem; Auditor Megan Biel, Register of Deeds Kalissa Stelzer, Treasurer Pam Oelkers \$55,625.68; State's Attorney Victor Rapkoch, \$49,428.75; Sheriff Sam Swanson \$71,700.54; Dan Neiber, County Coroner \$225.00 per viewing plus an additional \$225 when an autopsy is required. Lori Amerman, Deputy Coroner \$100.00 when acting as assistant, \$225 when acting as coroner.

APPOINTED OFFICIALS: Per Hour- Dave Daberkow, Veterans Service Officer \$21.37; Annually: Linda Haaland, County Welfare Director \$14,923.67; Logan Roehr, Emergency Management Director \$23.50/hour; Highway Superintendent Dustin Hofland \$55,933.79; Kassi Jones, Director of Equalization \$55,625.68; Zoning Director/E911 Addressing Erin Collins-Miles \$55,625.68; E911 Coordinator Deb Skonberg \$10,998.96

HOURLY WAGES:

CLERICAL: Amanda Streier Deputy Treasurer; Lori Greenmyer, Deputy Director of Equalization; Rickie Bohlander, 2nd Deputy Treasurer; Shelby Thompson, Deputy Auditor; Beth Hove, Deputy Register of Deeds, Larissa Heitmann, Administrative Assistant, Marshall County Extension Office/County Health Nurse Secretary; Diane Lentsch, fill in Deputy Register of Deeds \$22.00; Arlie Siers, Sheriff Secretary \$22.90; Karole Chapin Certified Appraiser \$20.46, **RADIO DISPATCHERS/JAILERS:** Debra Skonberg, Arlie Siers \$22.90; Samuel Sanderson \$20.38; Shari Schock, Logan Roehr \$21.95; Bailee Yule \$19.50; \$200.00 clothing allowance for each dispatcher/jailer.

JANITORIAL: Lori Greenmyer \$16,993.75/year, Gail Smith \$12,226.50/year

HIGHWAY DEPARTMENT: Sandy Dinger, Highway Secretary \$24.09. Larry West, Forman \$25.61, James Stickland \$22.17, Monte Hoglund \$22.14, Kevin Kraft \$20.90, Duane Kronbach \$20.90, Barry Braaten \$20.90, David Anderson \$23.53, Terry Nelson \$22.00;

WEED DEPARTMENT: Monte Hoglund \$23.14; Richard Benda \$22.30. Larissa Heitmann \$22.00;

DEPUTY SHERIFF: David Hunter \$26.41, Ian MacDonald \$25.74, Austin Steiner \$26.90, Drew Freeman \$20.90, Ridge Oliver \$20.90, Slade Owen \$20.90, Joshua Zweber \$25.08; \$500.00 clothing allowance for Sheriff and each deputy. On call time \$4.00/hour.

IT TECH: Jason DeVine \$31.59/hour.

AMBULANCE Annually- Primary Advisor Lori Amerman \$10,010.11; Secondary Advisor Pam Bard \$7,777.41,

Hourly: EMT I: Pam Bard, Harlan Hilleson, Logan Roehr, \$29.17. On call time \$4.00/hour.

EMT B: Lori Amerman, Laurel Behnke, Dan Neiber, Andrew Weber, Megan Morris, Cason Dinger, \$19.55. On call time \$4.00/hour.

EVOC DRIVER: Dave Deutsch, Ryan Furman, Steve Young, Cody Schuelke, Ian MacDonald \$11.70. On call time \$4.00/hour.

CPR Classes: Karole Chapin, Kim Roehr \$100.00/class

EMT B in training or inactive: Matthew Beck, \$19.55.

All members present voted aye.

AGENDA:

Knebel moved, Medhaug seconded to approve the agenda for January 2, 2024. All members present voted aye.

MINUTES:

Luttrell moved, Knebel seconded to approve the minutes for December 19, 2023. All members present voted aye.

CLAIMS:

Medhaug moved, Luttrell seconded to approve and pay the following claims. All members present voted aye. PAYROLL by department: December 21, 2023: Commissioners 1645.20; Auditor 4262.90; Treasurer 4573.32; States Attorney 1819.24; Courthouse 1881.34; Director 5297.73; Register 3526.09; VSO 797.55; Community Building 450.00; Sheriff 15881.00; Welfare 549.27; Nurse 673.00; Ambulance 9789.01; Extension 1010.40; Weed 62.18; Zoning 2527.32; Highway 14185.09; E911 8226.24; Emergency Management 461.54;

EMPLOYER FICA & MEDICARE: First Savings Bank 5726.41

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3887.11

API GARAGE DOOR, INC	10,655.00
ARAMARK	49.48
AVERA OCCUPATIONAL MEDICIN	230.00
BAUS OIL CO	89.90
CAPFIRST EQUIPMENT FINANCE	125,906.54
CENEX FLEETCARD	573.62
CENTURYLINK	102.00
COLE PAPERS INC	106.99
DOUG MEDHAUG	83.84

EXPETEC TECHNOLOGY SERVICE	248.99
FIRST NATIONAL BANK	597.23
GOVERNORS INN	686.47
GROBES GROCERY & HARDWARE	64.46
HOFFMAN LAW PROF, LLC	20,095.20
KEVIN JONES	36.68
LANGFORD TOWN	216.29
LEHR SANITATION SERVICE LL	150.00
LERON KNEBEL	72.05
MARCO INC	207.51
OTTER TAIL POWER COMPANY	116.34
QUILL CORPORATION	213.50
RAPKOCH LAW, PROFF L.L.C.	4,395.00
SANDERS SEW N VAC INC	42.00
SD ASSOCIATION OF ASSESSIN	150.00
SD DEPT TRANSPORTATION	1,075.90
VENTURE COMMUNICATIONS	128.61

HIGHWAY:

Dustin Hofland, Highway Superintendent met with the board to discuss Highway Department business. Hofland reported that the Highway Department has been working on clearing ice and snow from roads.

FUEL QUOTES:

Sandy Dinger received the following quotes for unleaded gasoline for the Britton bulk tank on December 28: DaMar Elevator \$2.54; Eden Oil \$2.52; Full Circle Ag \$2.652. Gasoline was delivered to the Britton shop by Eden Oil.

NECOG:

Lesleann Palmer, NECOG, met with the board to discuss the Hazardous Mitigation Plan renewal for Marshall County. The current plan expires in April 2025 and the renewal can take about 9 months. Luttrell moved, Knebel seconded to approve the agreement with NECOG for Pre-Disaster Mitigation Plan assistance. All members present voted aye. Marshall County's in-kind match for this agreement is \$4,050. Of this, \$3,815 has already been met.

SURPLUS:

Luttrell moved, Knebel seconded declare the following items surplus:

- 1) Battery Back up APC model BN 600G -for disposal
- 2) Samsung Copy Machine Model MultiXpress K4350LX to be sold by sealed bids
- 3) (9) Samsung Galaxy S20 FE phones to be sold at appraised value
- 4) (2) Iphone XR phones to be sold at appraised value
- 5) (1) Iphone 8 phone to be sold at appraised value

The items above will be advertised and sold. All members present voted aye.

EXECUTIVE SESSION:

Medhaug moved, Knebel seconded to enter into executive session at 10:30 am to discuss legal matters. All members present voted aye. The chairman called the board out of executive session at 10:46 am. No action was taken.

ADJOURN:

Knebel moved, Luttrell seconded to adjourn. All members present voted aye.

ATTEST:

Matthew Schuller, Chairman

Megan Biel, Auditor

Published once at the total approximate cost of_____.