

**Unapproved
MARSHALL COUNTY COMMISSION MEETING
Britton, South Dakota**

The Board of County Commissioners met in regular session at 9:00 a.m. on January 23, 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. State's Attorney Victor Rapkoch and Ryan Patterson were present for portions of the meeting.

AGENDA:

Knebel moved, Medhaug seconded to approve the agenda for January 23, 2024. All members present voted aye.

MINUTES:

Luttrell moved, Knebel seconded to approve the minutes for January 2, 2024. 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: January 4, 2024: Commissioners 1719.25; Auditor 4486.45; Treasurer 4955.45; States Attorney 1901.11; Courthouse 2872.86; Director 5536.25; Register 3712.45; VSO 833.43; Community Building 470.25; Sheriff 17399.40; Welfare 573.99; Nurse 654.50; Extension 1105.50; Weed 185.12; Zoning 2139.45; Highway 14577.44; E911 9045.55; Emergency Management 564.00;

EMPLOYER FICA & MEDICARE: First Savings Bank 5513.09

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 4222.66

PAYROLL by department: January 18, 2024: Commissioners 1719.25; Auditor 4502.95; Treasurer 5032.45; States Attorney 1901.11; Courthouse 1856.66; Director 5536.25; Register 3712.45; VSO 833.43; Community Building 470.25; Sheriff 18212.40; Coroner 550.00; Welfare 573.99; Nurse 599.50; Ambulance 8807.21; Extension 1160.50; Weed 225.11; Zoning 2139.45; Highway 14510.98; E911 8333.06; Emergency Management 517.00;

EMPLOYER FICA & MEDICARE: First Savings Bank 5999.90

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 4182.43

AGTEGRA COOPERATIVE	828.00
ARAMARK	49.48
BOUND TREE MEDICAL LLC	881.94
BRITTON CITY WATER DEPT	264.47
BUTLER MACHINERY CO	2,078.08
CDJ ELECTRIC PLUMBING	754.34
CENEX FLEETCARD	907.65
CENTURY LINK	288.15
CIVIL SOLUTIONS LLC	2,116.05
COLE PAPERS INC	118.96
DAMAR FARMERS ELEVATOR	3,392.88
DAVID HUNTER	164.21

DAVIDSON PLUMBING & HEATIN	186.40
DAY COUNTY SHERIFF'S OFFIC	4,125.00
DEERE CREDIT INC.	32,239.51
DMC WEAR PARTS LLC	11,545.00
EDEN OIL	6,736.00
EXPETEC TECHNOLOGY SERVICE	389.11
FOX LAW FIRM, PLLC	90.75
FULL CIRCLE AG	2,952.23
HOLLAND BROS OIL COMPANY	263.88
HOLLAND NAPA AUTO PARTS	206.15
IAN MACDONALD	500.00
JENSEN AUTO SERVICE	1,287.50
JOHN DEERE FINANCIAL	2,908.82
KENS FOOD FAIR	64.00
KRISTI BRANDT, PRP	934.45
LAKE AREA TECHNICAL COLLEG	2,750.00
LAKE REGION ELECTRIC	494.02
LARISSA HEITMANN	46.35
LEHR SANITATION SERVICE LL	300.00
LUCY LEWNO	72.63
MARC	314.50
MARCO INC	118.45
MARCO TECHNOLOGIES LLC	3,939.49
MARCO TECHNOLOGIES LLC	174.48
MARK KATTERHAGEN	15.00
MARSHALL COUNTY JOURNAL	400.89
MCLEODS PRINTING	329.35
MEDICAL PRIORITY CONSULTAN	680.00
MENARDS/ ABERDEEN	24.64
MEYER HARDWARE HANK	176.07
MID-STATES ORGANIZED CRIME	100.00
MINN KOTA COMMUNICATIONS I	1,085.55
NORTHSIDE IMP LLC	555.41
OTTER TAIL POWER COMPANY	1,389.48
PCC INC	1,187.51
QUILL CORPORATION	719.76
RC TECHNOLOGIES	309.84
REIN CONSTRUCTION INC	1,785.72
ROBERTS COUNTY SHERIFF'S O	3,680.00
SD PUBLIC HEALTH LABORATOR	120.00
SOUTHSIDE EQUIPMENT	64.20
THOMSON REUTERS - WEST	174.85
TRI STATE WATER, INC.	116.35

VALERIE J. LARSON	15.00
VENTURE COMMUNICATIONS	2,303.85
VERIZON WIRELESS	1,396.89
YANKTON COUNTY SHERIFF'S O	50.00

PUBLIC COMMENT:

Orrie Jesz and Ray Effling were present to make public comment about the Marshall County Youth 4H Archery Club. The BB gun club is supported by Marshall County by being allowed to use the Community Building at no cost. Jesz estimates that this saves the BB Gun club \$1,715. Jesz requested that the County consider supporting the Archery club in a similar manner as they currently are being asked to pay \$40/child to shoot at the Sportsmen’s Club building.

EMERGENCY MANAGEMENT:

Logan Roehr, Emergency Manager and Sam Swanson, Sheriff met with the board to inform them that the recent ice storm caused damage to the Hillhead radio tower and caused anchor cables to loosen. It is mended and working for now but needs to be replaced. Roehr received a quote of \$155,000 to replace the tower with a larger, taller one. The current tower was designed to hold one antenna, but currently holds 6. The new tower would easily be able to hold all 6. Four of the 6 antennas are for State radio, so Roehr is waiting to hear from the State on whether or not they will help with replacement costs. He will report back to the board when he knows more.

VETERAN’S SERVICE OFFICER:

Dave Daberkow, Veteran’s Service Officer met with the board to provide a quarterly update for October 2023-December 2023.

HIGHWAY:

Dustin Hofland, Highway Superintendent met with the board to discuss Highway Department business. Hofland informed the board that the recent sale of surplus property on BIG Iron had yielded \$71,529. Of this, 11%, or \$7,868.19 will go to commission, so the County will receive \$63,660.81.

Medhaug moved, Luttrell seconded to approve Sisseton Township’s application for Rural Access Infrastructure funds. Total project costs are \$227,853. Sisseton Township will be responsible for \$45,570.60. Grant funds approved are \$182,282.40. All members present voted aye.

Medhaug moved, Luttrell seconded to approve the purchase of a 1,000-gallon diesel tank for the Langford shop. All members present voted aye.

The board approved to advertise to supplement the highway department debt services budget by reducing the highway department machinery & equipment budget.

The FEMA payment for 2023 spring flooding event DR-4718 SD for \$51,127.76 has been received.

TRAVEL:

Medhaug moved, Luttrell seconded to authorize the following travel expense: Dustin Hofland to Wisconsin to pick up a Wing if other trucking cannot be arranged. All members present voted aye.

EXECUTIVE SESSION:

Medhaug moved, Luttrell seconded to enter into executive session to discuss personnel issues at 10:20 am. Commissioner Knebel was excused. All members present voted aye. The chairman called the board out of executive session at 11:00 am. No action was taken.

Medhaug moved, Luttrell seconded to enter into executive session to discuss legal matter at 11:10 am. Commissioner Knebel was excused. All members present voted aye. The chairman called the board out of executive session at 11:32 am.

SPECIAL PROSECUTOR:

Following executive session, Medhaug moved, Luttrell seconded to pay Special Prosecutor Austin Hoffman's bill for services to date. All members present voted aye, Commissioner Knebel abstained.

SURPLUS:

Medhaug moved, Luttrell seconded to declare surplus the following items previously used in the Emergency Management department: non-updateable iPad Serial #DMPJQ30F184, ACER computer Serial #NXGNVAA002B251E4B67600; Garmin GPS Serial #73045098. All members present voted aye.

LONGEVITY PAY:

Medhaug moved, Luttrell seconded to approve the following change to the personnel policy and make it effective for longevity pay for years completed in 2023:

4-6 LONGEVITY PAY: Marshall County has a policy of paying longevity pay in order to reward experienced and dedicated employees including department heads and all elected officials, except for commissioners. This pay shall be premised upon the following:

Full-Time (over 36 hours/week) Employees

After 5 Years and up to 10 years of Continuous service: \$500/year

After 10 Years and up to 15 years of Continuous service: \$1,000/year

After 15 Years and up to 20 years of Continuous service: \$1,500/year

After 20 Years and up to 25 years of Continuous service: \$2,000/year

After 25 Years and up to 30 years of Continuous service: \$2,500/year

After 30 Years of Continuous service: \$3,000/year

Part-time employees working 20-36 hours per week, 12 months a year will receive half of the benefit for their years of service. Years of service will, however, count as full years.

Part-time employees working under 20 hours per week or employees working less than 12 months per year will not receive longevity pay.

This policy is conditioned upon the affirmative recommendation of the employee's Department Head. When the employee is the Department Head or answers directly to the Marshall County Commission then the Commission shall consider such pay without a recommendation.

This policy shall be effective January 1, 2024 and all service prior to that date will be considered for purposes of implementing this policy. Years of service will be counted up to January 1 of the current year and will be paid out on or before the first payroll that includes all county employees in December of every year.

Retiring employees eligible to receive longevity pay will receive their longevity pay on their last paycheck, prorated to from their anniversary date to their retirement date.

All members present voted aye.

FUTURE MEETINGS:

The board set the following dates for future Commission meetings: February 6 & 20.

ADJOURN:

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

ATTEST:

Matthew Schuller, Chairman

Megan Biel, Auditor

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