

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

The Board of County Commissioners met in regular session at 9:00 a.m. on December 31, 2024 at the North Marshall Fire Hall. Members present were Schuller, Knebel, Bender, Luttrell and Medhaug. Commissioner Schuller presided. The meeting was open to the public. State's Attorney Victor Rapkoch and Zoning Director Erin Collins-Miles were present for portions of the meeting. The Pledge of Allegiance was recited by everyone in attendance.

**AGENDA:**

Medhaug moved, Knebel seconded to approve the agenda for December 31, 2024. All members voted aye.

**MINUTES:**

Luttrell moved, Medhaug seconded to approve the minutes for December 10, 2024 with the following correction: SUPPLEMENT: Medhaug moved, Luttrell seconded to supplement the modernization and preservation budget \$5,640. All members voted aye. All members voted aye.

**CLAIMS:**

Medhaug moved, Bender seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: December 5, 2024: Commissioners 1719.25; Auditor 4524.95; Treasurer 3283.08; States Attorney 1961.54; Courthouse 1756.01; Director 5443.08 Register 3673.95; VSO 833.43; Community Building 470.25; Sheriff 18570.77; Welfare 573.99; Nurse 786.50; Extension 973.50; Weed 80.99; Zoning 2139.45; Highway 18634.55; E911 9491.71; Emergency Management 904.75;

EMPLOYER FICA & MEDICARE: First Savings Bank 5661.01

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 4519.40

PAYROLL by department: December 18, 2024: Commissioners 1839.25; Auditor 6420.45; Treasurer 5845.58; States Attorney 2461.54; Courthouse 2310.71; Director 8483.08; Register 5778.45; VSO 1083.43; Community Building 720.25; Sheriff 22945.13; Coroner 450.00;

Welfare 823.99; Nurse 588.50; Ambulance 11081.55; Extension 2171.50; Weed 399.91; Zoning 3539.45; Highway 23114.18; E911 11919.90; Emergency Management 1152.00;

EMPLOYER FICA & MEDICARE: First Savings Bank 8375.04

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 5993.46

ANCO WIRELESS	3,571.44
AT&T MOBILITY	416.04
AUSTIN STEINER	150.82
AVERA OCCUPATIONAL MEDICIN	118.00
BEST WESTERN RAMKOTA HOTEL	416.00
BITUMINOUS PAVING INC	331,052.13
BREMMON SHOP	65.00
BRITTON INSURANCE AGENCY,	160.00
BUTLER MACHINERY CO	488.82
CARLSON CRUSHING & EXCAVAT	28,676.27
CDW GOVERNMENT	1,155.00

CENEX FLEETCARD	57.13
CENTURY LINK	272.20
CENTURYLINK	102.00
COLE PAPERS INC	162.97
COMMUNITY TRANSIT WATERTOW	11.00
CREDIT COLLECTIONS BUREAU	30.10
DIRK W WEBER	852.00
DONALD AND NORMA SCHUMAKER	800.00
DOUG MEDHAUG	85.76
ECONOMY PROPANE	4,093.70
EDEN OIL	16,340.00
FIRST NATIONAL BANK	266.45
FULL CIRCLE AG	1,343.79
GRAHAM TIRE CO INC	18,749.68
HOFLAND ENGINEERING INC	810.06
HOLLAND NAPA AUTO PARTS	702.87
JASON BENDER	56.95
JOHN DEERE FINANCIAL	2,262.84
KASSI JONES	607.50
KENS FOOD FAIR	17.51
LAKE REGION ELECTRIC	313.67
LAMPERT LUMBER	1,820.00
LARISSA HEITMANN	21.66
LERON KNEBEL	73.70
LOGAN SMITH	450.00
LYNDA LUTTRELL	48.24
MARCO INC	387.77
MARCO TECHNOLOGIES LLC	39.50
MARSHALL COUNTY HEALTHCARE	14.59
MATHESON TRI-GAS INC	119.78
MATTHEW BENDER & CO., INC.	615.30
MEYER HARDWARE HANK	198.15
MOTOROLA SOLUTIONS, INC.	10,296.83
NATIONAL SHERIFFS' ASSOCIA	125.00
OTTER TAIL POWER COMPANY	174.38
PREMIER BIOTECH LLC	90.66
QUILL CORPORATION	1,203.76
ROBERTS COUNTY SHERIFF'S O	115.00
SAFE HARBOR	800.00
SAFETY SERVICE, INC	3,040.44
SD SHERIFFS ASSOCIATION	629.18
SHOP 4-H/NATIONAL 4-H COUN	113.70
SOUTH DAKOTA STATE'S ATTOR	794.18

SOUTHSIDE EQUIPMENT	505.10
THOMSON REUTERS - WEST	237.19
TRANSOURCE TRUCK & EQUIPME	749.50
VENTURE COMMUNICATIONS	2,485.27
VESTIS	35.85
WERNER AUTOMOTIVE	747.57

**PUBLIC COMMENT:**

No one was present to make public comment.

**HIGHWAY:**

Dustin Hofland, Highway Superintendent met with the board to discuss Highway business. Medhaug moved, Bender seconded to authorize the chair to sign the BIG grant application for bridge 46-141-000. All members voted aye. Hofland discussed different options for the Langford Blade as the 7-year lease is nearing its end date. Hofland will get more information on extended warranty and report back to the board.

Knebel moved, Luttrell seconded to authorize the chair to sign road agreement #2024-48-01 with the SDGFP. This agreement states that SDGFP will process in place and repave portions of 438<sup>th</sup> avenue and Northside Drive in 2025 and will pay for 100% of the project costs. Marshall County will continue performing routine maintenance including one asphalt surface treatment (chip seal) before December 31, 2028. All members voted aye.

**FUEL QUOTES:**

Sandy Dinger received the following quotes for #1 Diesel for the Britton bulk tank and the Langford Shop on December 2: DaMar Elevator all locations \$2.85; Eden Oil-Britton-\$2.75, Langford \$2.80; Full Circle Ag-Britton \$2.80, Langford \$3.01. Diesel fuel was delivered to the Britton and Langford shops by Eden Oil.

Sandy Dinger received the following quotes for #1 Diesel for the Eden Shop on December 19: Eden Oil \$2.88, DaMar Elevator \$2.90. No other quotes were received at the time that delivery was needed. Diesel fuel was delivered to the Eden shop by Eden Oil.

**CONTINGENCY BUDGET:**

Medhaug moved, Luttrell seconded to approve the following contingency budget transfers: Elections \$4,320; Auditor \$5,390; Treasurer \$1,345; State’s Attorney \$23,625; Court Appointed Attorney \$19,260; Veteran’s Service Officer \$750; Sheriff \$11,780; Coroner \$3,885; Museum \$2,500; Extension \$1,980; Urban & Rural Development \$45; E911 \$5,925. All members voted aye.

**SUPPLEMENT:**

Bender moved, Knebel seconded to approve the following budget supplement: Highway Debt Service \$73,551; Highway \$-73,551. All members voted aye.

**CASH TRANSFERS:**

Luttrell moved, Medhaug seconded to approve the following budgeted cash transfers from the General Fund: Highway \$210,115; E911 \$230,051; Emergency Management \$39,305. All members voted aye.

**PUBLIC COMMENT POLICY:**

Medhaug moved, Luttrell seconded to adopt the following public comment policy for Commissioner meetings:

**Public Comment Policy for Marshall County Commissioner Meetings**

**1. Purpose and Scope**

1.1 This policy establishes guidelines for public comment during open sessions of Marshall County Commissioner meetings.

1.2 The policy applies to all members of the public wishing to address the Marshall County Commissioners during designated comment periods.

**2. Public Comment Period**

2.1 A public comment period shall be included on the agenda for each regular Marshall County Commissioner meeting.

2.2 The chairperson shall recognize members of the public who wish to speak during this designated time.

**3. Time Limits**

3.1. Each speaker shall be limited to three (3) minutes for their comments.

3.2. The chairperson may, at their sole discretion, allow additional time for a speaker to complete their comments.

3.3. The chairperson or designated timekeeper shall notify speakers when their allotted time has expired.

**4. Sign-Up Procedure**

4.1. Individuals wishing to speak during the public comment period must sign up prior to the start of the meeting.

4.2. The sign-up sheet shall include space for the speaker's name, address, and topic of comment.

**5. Conduct During Comments**

5.1. Speakers shall address their comments to the board as a whole and not to individual commissioners.

5.2. Comments shall be related to matters within the jurisdiction of the Marshall County Commissioners.

5.3. Speakers shall conduct themselves in a civil manner and refrain from personal attacks or disruptive behavior.

**6. Board Response**

6.1. The Marshall County Commissioners are not obligated to respond to or address any

comments made during the public comment period.

6.2. Commissioners may, at their discretion, ask clarifying questions of speakers or provide brief responses.

## **7. Recording of Comments**

7.1. All public comments shall be noted by the auditor in the meeting minutes as part of the official record.

7.2. Speakers may submit written copies of their comments for inclusion in the record.

## **8. Enforcement**

8.1. The chairperson shall have the authority to enforce this policy and maintain order during the meeting.

8.2. Individuals who violate this policy may be asked to yield the floor or, in severe cases, be removed from the meeting.

## **9. Amendments**

9.1. This policy may be amended by a majority vote of the Marshall County Commissioners.

9.2. Any amendments shall be made in compliance with South Dakota open meetings laws.

All members voted aye.

### **PAY RAISE:**

Per a 6-month review, Medhaug moved, Knebel seconded to approve a pay raise for Ginger Olson, Deputy Treasurer from \$17.00 to \$17.50 effective December 2, 2024. All members voted aye.

### **NEW HIRE:**

DeAnne Taylor has been hired as part-time (over 20 hours/week) Deputy Treasurer effective December 2 at a rate of \$17.00/hour.

### **AED PURCHASE:**

Bender moved, Medhaug seconded to authorize the purchase of a new Lifepak CR2 AED for the Community Building from Avera Heart Hospital for \$1,581. All members voted aye.

### **ALCOHOLIC BEVERAGE LICENSE RENEWAL:**

Bender moved, Knebel seconded to approve Retail (on-sale) and Package (off-sale) liquor license renewals for Todd's Tavern. All members voted aye.

### **EXECUTIVE SESSION:**

Bender moved, Knebel seconded to enter into Executive Session at 11:08 am to discuss personnel matters. All members voted aye. The chairman called the board out of executive session at 11:16 am. No action was taken.

### **THANK YOU:**

The Marshall County Board of Commissioners would like to take this time to thank Leron Knebel, Sr. for his dedication and years of service as a Marshall County Commissioner. Knebel served on the Board of Commissioners from January 2013 until his term expires January 7, 2025.

**ADJOURN:**

Knebel moved, Medhaug seconded to adjourn. All members voted aye.

**ATTEST:**

\_\_\_\_\_  
Matthew Schuller, Chairman

\_\_\_\_\_  
Megan Biel, Auditor

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