

Unapproved
MARSHALL COUNTY COMMISSION MEETING
Britton, South Dakota

The Board of County Commissioners met in regular session at 9:00 a.m. on January 6, 2026 at the North Marshall Fire Hall. Members present were Luttrell, Bender, Schuller and Medhaug. Commissioner Kilker was present via teleconference. 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, Bender seconded to nominate Commissioner Schuller. Luttrell moved, Kilker seconded that nominations cease. All members 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.

Bender moved, Kilker seconded to nominate Commissioner Medhaug as vice-chairperson. Luttrell moved, Bender seconded that nominations cease. All members voted aye to elect Commissioner Medhaug as vice-chairperson.

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

Weed Board: Commissioner Bender, 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 Kilker

Marshall County Healthcare Center Board: Commissioner Schuller

Marshall Regional Railroad Authority Board: Commissioners Kilker & Schuller

Northeast Council of Governments: Commissioners Luttrell & Kilker, 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 Bender

Promotion and Expansion Committee Members: Karole Chapin, Jason Bender, Jennifer Carlson, Rhonda Hardina, Ashley Hagen, Karen Mikkelson Youth Members: Baylee Bender, Emily Effling

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

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.

Law Enforcement Advisory Commission: Commissioner Kilker

Personnel Policy Committee: Commissioners Kilker & Luttrell, Auditor Megan Biel, Register of Deeds Kalissa Stelzer, Planning & Zoning Erin Collins-Miles, E911 Director Deb Skonberg, Director of Equalization Katrina Johnson, Highway Secretary Shari Schock, Extension Secretary Larissa Heitmann, Sheriff Sam Swanson

Safety Committee: Kalissa Stelzer, Erin Collins-Miles, Shari Schock

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

EMT's to receive \$40.00 per diem per 2-hour monthly continuing education meeting, pro-rated for less than 2 hours. 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.

AGENDA:

Medhaug moved, Luttrell seconded to approve the agenda for January 6, 2026. All members voted aye.

MINUTES:

Kilker moved, Bender seconded to approve the minutes for December 30, 2025. All members voted aye.

CLAIMS:

Medhaug moved, Kilker seconded to approve and pay the following claims. All members voted aye.

ANDREA KILKER	116.20
AVERA OCCUPATIONAL MEDICIN	75.40
BRITTON CITY WATER DEPT	294.98
CARLSON HARDWARE HANK	525.39
COLE PAPERS INC	302.72
COMSTOCK CONSTRUCTION INC	1,315,016.98
DOUG MEDHAUG	44.80
EXPETEC TECHNOLOGY SERVICE	281.11
FULL CIRCLE AG	10,051.63

HH DESIGN	92.00
HOLLAND NAPA AUTO PARTS	906.82
KONEXUS, INC	1,650.00
LANGFORD TOWN	706.40
LEHR SANITATION SERVICE LL	170.00
LYNDA LUTTRELL	33.60
MARCO TECHNOLOGIES LLC	661.29
MARCO TECHNOLOGIES, LLC	480.68
MICROFILM IMAGING SYSTEMS	80.00
OTTER TAIL POWER COMPANY	476.74
PHARMCHEM, INC.	159.75
PRAIRIE LAKES HEALTHCARE	3,500.00
QUILL CORPORATION	142.56
RC TECHNOLOGIES	309.84
SD DEPT TRANSPORTATION	2,236.57
TRI STATE WATER, INC.	20.85
VERIZON WIRELESS	1,040.96

PUBLIC COMMENT:

No one was present to make public comment.

SALARIES:

Kilker moved, Medhaug seconded to approve the following salaries effective December 28, 2025 and to thank the Marshall County employees for their hard work and dedication:

ELECTED OFFICIALS: Annually: Commissioners Matthew Schuller, Lynda Luttrell, Jason Bender, Andrea Kilker, Doug Medhaug \$8,312.24, plus \$1356.41 per Diem; Auditor Megan Biel, Treasurer Amanda Streier, Register of Deeds Kalissa Stelzer, \$60,159.06; State's Attorney Victor Rapkoch, \$55,156.66; Sheriff Sam Swanson \$77,544.22; 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 \$23.11; Annually: Logan Roehr, Emergency Management Director \$25.42/hour; Highway Superintendent Dustin Hofland \$60,492.64; Katrina Johnson, Director of Equalization \$57,679.57;

SALARIED DEPARTMENT HEADS: Zoning Director/E911 Addressing Erin Collins-Miles \$60,159.06; E911 Coordinator Deb Skonberg \$11,895.52; Linda Haaland, County Welfare Director \$16,140.04;

HOURLY WAGES:

CLERICAL: Lori Greenmyer, Deputy Director of Equalization; 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; Karole Chapin Certified Appraiser \$23.79; Arlie Siers, Sheriff Secretary \$24.77; Ginger Olson, Deputy Treasurer \$21.36; Kassi Jones, 2nd Deputy Treasurer/2nd Deputy Auditor \$20.00;

RADIO DISPATCHERS/JAILERS: Debra Skonberg, Arlie Siers \$24.77; Samual Sanderson \$22.58; Logan Roehr \$23.74; Kevin Winter \$21.63; Bailee Yule \$20.00; Kiera Bennett \$20.09; \$200.00 clothing allowance for each dispatcher/jailer.

JANITORIAL: Bill Deutsch \$20.00; Alecia Pearson \$18.50

HIGHWAY DEPARTMENT: Shari Schock, Highway Secretary \$20.60, Larry West, Forman \$27.70, James Stickland, Monte Hoglund, Kevin Kraft, Duane Kronbach, Barry Braaten, Benjamin Nelson, Aaron Wade \$24.34; Karl Kleman \$23.18

WEED DEPARTMENT: Karl Kleman \$24.18; Richard Benda \$24.12; Larissa Heitmann \$23.79;

DEPUTY SHERIFF: Austin Steiner, Chief Deputy \$29.67, David Hunter \$28.56, Drew Freeman, Ridge Oliver, Slade Owen \$24.62, Thomas Myers 24.72, Jack Baumert \$24.31; \$500.00 clothing allowance for Sheriff and each deputy. On call time \$4.00/hour.

IT TECH: Jason DeVine \$34.17/hour.

AMBULANCE Annually- Primary Advisor Lori Amerman \$10,825.95; Secondary Advisor Pam Bard \$8,411.20,

Hourly: EMT I: Pam Bard, Logan Roehr, \$31.55. On call time \$4.00/hour.

EMT B: Lori Amerman, Laurel Behnke, Dan Neiber, Andrew Weber, Megan Morris, Cason Dinger, Charles Thames, Bailee Yule, Kayla Cole \$21.15. On call time \$4.00/hour.

EVOC DRIVER: Dave Deutsch, Ryan Furman, Cody Schuelke, \$12.66. On call time \$4.00/hour.

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

EMT B in training or inactive: Matthew Beck, \$21.15.

All members voted aye.

RESOLUTION: POLLING PLACES

Bender moved, Medhaug seconded to pass the following resolution:

RESOLUTION TO ESTABLISH PRECINCTS FOR THE PRIMARY AND GENERAL ELECTION TO BE HELD IN 2026

WHEREAS, SDCL 12-14-1 states the board of county commissioners shall by resolution provide for election precincts throughout its county and shall designate polling places within such precincts, and

WHEREAS, a Primary and General Election will be held in 2026 for the purpose of electing candidates;

NOW THEREFORE BE IT RESOLVED, that the Marshall County Board of Commissioners hereby adopts the following precincts for the 2024 elections.

Precincts	Polling Locations	Town/Township
A1, A2, A3	Britton Event Center 1203 3rd St, Britton	Britton City Ward 1, 2, & 3
A4	Langford City Hall 306 Main St, Langford	Langford Town, Sisseton, Hickman & Newport Townships
A5	Veblen City Hall	Veblen City, McKinley, LaBelle &

	115 N Flick St, Veblen	Veblen Townships
A6	Lake City Lutheran Church 123 S First St, Lake City	Lake City Town, Lake, Hamilton, Red Iron & Dumarce Townships
A7	Eden Community Center 302 Broadway Ave, Eden	Eden Town, Eden, Fort & Buffalo Townships
A8, A9	County Community Building 909 South Main, Britton	Dayton, Newark, White, Stena, Miller, Victor, Pleasant Valley, Lowell, Waverly, Weston, Wismer, Nordland Townships

Resolution adopted this 6th day of January, 2026. All members voted aye.

RE-APPOINTMENT:

Medhaug moved, Luttrell seconded to re-appoint Dustin Hofland as Highway Superintendent. All members voted aye.

Kilker moved, Bender seconded to re-appoint Katrina Johnson as Director of Equalization. All members voted aye.

Luttrell moved Medhaug seconded to re-appoint Dave Daberkow as Veteran's Service Officer. All members voted aye.

PERSONNEL POLICY:

Kilker moved, Medhaug seconded to approve the following change to the personnel policy:

II. EMPLOYEE CLASSIFICATION:

3-1a ELECTED OFFICIAL- An individual who holds an elected position in the county according to South Dakota statute. Elected Officials are exempt from annual leave, sick leave and funeral leave. They are also salaried officials and are exempt from overtime pay.

Benefits:

PTO Leave	included with salary pay
Sick Leave	included with salary pay
Holiday Pay	included with salary pay
Health/Vision Insurance	<u>full benefit (See 4-1 & 4-2)</u> <u>full benefit for employees over 36 hrs/week, half benefit for employees 20-36 hrs/week no benefit for employees under 20 hrs/week (See 4-1 & 4-2)</u>
SD Retirement System	optional participation

Commissioners Luttrell, Kilker, Medhaug & Schuller Voted aye, Commissioner Bender voted nay. Motion carried.

HIGHWAY:

Dustin Hofland, Highway Superintendent met with the board to discuss Highway Department business. Hofland informed the board that the BIG grant application has been submitted. The Wheel Tax that went into effect on January 1 was discussed. The estimated revenue from this increase is only approximately \$40,000. However, it will give the County more “points” towards grant applications with the state, such as the BIG grant.

FUTURE MEETINGS:

The board set the following dates for future Commissioner Meetings: January 21, February 3 & 17, March 3 & 24, April 7 & 21.

ADJOURN:

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

ATTEST:

Matthew Schuller, Chairman

Megan Biel, Auditor

Published once at the total approximate cost of _____.