AURORA COUNTY COMMISSIONER PROCEEDINGS

January 4, 2024

The meeting was called to order at 9:00 AM by Auditor Susan Urban with Clyde Dethlefsen, Randy Niles, John Paul Studeny, and Travis Clark present. Absent was Roger Hanten

The Pledge of Allegiance was recited.

The Auditor called for nominations for the 2024 chairman. Clark nominated Clyde Dethlefsen. A motion was made by Clark, seconded by Studeny to cease nominations, and cast a unanimous ballot for Clyde Dethlefsen as Chairman. Motion carried all voting aye. Chairman Dethlefsen then asked for nominations for Vice Chairman. Studeny nominated Travis Clark as Vice Chairman. A motion was made by Studeny, seconded by Niles to cease nominations, and cast a unanimous ballot for Travis Clark as Vice Chairman. Motion carried all voting aye.

Public Input: It was noted that some roads had washboards on them after removing snow. Dethlefsen asked if speed of the blade was causing it and Niles said he did not think so. Clark said his blade operator was plowing snow at a higher speed and asked him to go back over it slower. This will be addressed when they meet with the highway department. Chairman Dethlefsen stated that he had been contacted by a representative from the City of Plankinton to discuss contract law. This topic will also be discussed further during the meeting when time allows.

The agenda was amended by adding leave request and holiday time. A motion was made by Studeny, seconded by Clark to approve the agenda as amended. Motion carried all voting aye.

A motion was made by Clark, seconded by Niles to approve the minutes of the December 21st meeting. Motion carried all voting aye.

Highway Superintendent Doug Vissia and Secretary Nancy Beckman were present for the highway report.

Chairman Dethlefsen told Vissia that he heard there were complaints and problems this past week with the snow removal. He said it was reported that the White Lake blade had gotten stuck and the chain broke when trying to pull it out and asked if waiver forms were in the blades and if one was signed when a county resident pulled it out.

Dethlefsen also questioned why the wing was not on. Vissia stated that the waivers are in all the blades and one was

signed when this incident took place. The Highway Superintendent also noted that the blade in the Stickney area had a drain tube break and lost oil. The operator shut the machine down immediately, so the machine should be ok. Doug thought the break should be covered by warranty. Chairman Dethlefsen asked Vissia why the wing was not on the blade that got stuck. Superintendent Vissia told the Board the wing was in Plankinton and the operator was coming over to the Plankinton shop to have someone help him get it on. The person that was going to help left to take care of the grader that was having the oil leak. Dethlefsen said the forecast was predicting snow so we should have been prepared for any amount we received. Superintendent Vissia told the Board the weather was nice that week and the blade operator worked on getting some things done. We did not know for sure what we would be getting for snow so the wing was not put on, said Vissia.

The Commission addressed the washboards in the road with Highway Superintendent Vissia. Doug said it could be caused a little bit by the speed, but there were also finger drifts that helped cause the washboards. Dethlefsen asked if radial tires could cause the machine to bounce and if they needed more pressure in them. Vissia said it could be a possibility and he would check into it.

Dudley Township submitted two applications for RAIF funding. A motion was made by Clark, seconded by Studeny to approve an application from Dudley Township for RAIF funding to remove and replace the culvert, add riprap and gravel, and grading on Road #45 in Dudley Township. The total cost of the project is \$29,500 with the township paying \$5,900 and \$23,600 from the RAIF Fund. Motion carried all voting aye. A motion was made by Clark, seconded by Studeny to approve an application from Dudley Township for RAIF funding to remove and replace the culvert, add riprap and gravel, and grading on Road #17 in Dudley Township. The total cost of the project is \$23,500 with the township paying \$4,700 and \$18,800 from the RAIF Fund. Motion carried all voting aye.

A motion was made Clark, seconded by Niles to authorize the highway department employees to attend an MSHA training on February 14th in Plankinton if the weather permits. Motion carried all voting aye.

On June 1, 2023 the Commission approved to purchase a motor grader from Butler Machinery in the amount of \$478,641.60. The highway department received bids from Butler CAT and John Deere. It was the Board's understanding the two bids that were considered, both included a ripper. Recently the Board was informed the bid that was officially approved from Butler did not include a ripper. The bid for CAT grader with a ripper was

\$493,458.97, which was not an amount that was given to the Board. Commissioner Studeny stated that when the Commission considered the bids there was a difference between CAT and John Deere, but fuel consumption and warranty from Butler were taken into consideration and the Board voted to accept the CAT bid which was about \$17,000 more. Now we are talking over \$30,000 difference between the low John Deere bid and the CAT bid, said Studeny, would the fuel consumption make up that much difference? Vissia said yes and Commissioner Clark figured it would as well. Studeny asked how often do we use the ripper? Superintendent Vissia said not very often, but when we need it it's nice to have. Chairman Dethlefsen stressed to Superintendent Vissa the importance of the Commission having all the paperwork, amounts, etc. in front of them the next time we do this so we know exactly what we are approving. Studeny said as long as we can justify savings to the county over the lifetime of the machine. Currently the County has a JD grader that has a ripper, said Vissia, but we will be trading it in when we get the new one. The JD ripper will not mount on a CAT grader. The Commission asked Vissia to check into an adaptor kit for it before deciding on whether to accept the bid from Butler with the ripper.

The Commission agreed to put waiver forms in all county vehicles.

The Commission set a hearing for a temporary liquor license for Last Call Bar at 10:00 AM on January 18th.

A motion was made by Studeny, seconded by Clark to authorize Weed Supervisor Skyler Kehn to attend a supervisor training and weed conference in Spearfish on February 21-23rd. Motion carried all voting aye. One other individual from the county will need to attend the conference as well to qualify for grant funds.

A motion was made by Clark, seconded by Niles to authorize Emergency Manager Kehn to proceed with applying for Homeland Security Grants for a domain for secure emails, 9 digital radios for the fire departments, and a larger enclosed trailer for the Emergency Management equipment. Motion carried all voting aye.

Emergency Manager Kehn reported that the sheriff and auditor's offices took part in a Naloxone (Narcan) training in order to be able to administer it. After the training, the county needs to adopt a protocol for the administration of Naloxone. Skyler also noted that each office signed a hold harmless agreement. A motion was made by Studeny, seconded by Clark to adopt a Naloxone (Narcan) administration protocol as drafted by the SD Dept of Health. Motion carried all voting aye. The protocol form will be on file in both the auditor's and sheriff's offices.

Auditor Urban informed the Commission about the new salary schedule and reimbursement for the Veterans Service Officer. The minimum salary increased from \$7,500 to \$8,250 for a county our size. The reimbursement rate increased from \$1,800 to \$2,062.50. With the .60 / hour raise and the additional days the VSO will be in office, the

Commission felt the 2024 wage would meet the new salary standard.

A motion was made by Clark, seconded by Niles to set court interpreting fees at \$50 for the first hour and \$25

per hour after that. Only the actual time of interpreting will be considered for reimbursement. Motion carried all

voting aye.

A motion was made by Studeny, seconded by Niles to approve a military leave request from Sheriff Deputy

Malcolm LaFortune from January 8 through February 12, 2024. Motion carried all voting aye.

Discussion was held on how to handle pay for hourly employees for additional days that the Commission give

off in conjunction with a holiday. The Commission agreed the additional days off will be considered holiday and will

be paid at the employees' regular rate of pay and if they are called out, in addition to the regular holiday pay, they shall

be paid 1 ½ the hourly rate for the actual hours worked.

It was noted that the City of White Lake voted not to sign the contract law agreement for 2024 with the

County. There will be no patrol presence within the city limits and the sheriff's department will only respond to

certain things. Sheriff Briggs stated that if there is a complaint or call regarding a city ordinance, the city attorney will

be contacted and the attorney will handle the prosecution. The Attorney General's Opinion states that the county does

not have to expend funds unnecessarily if we are not compensated by the City, said Sheriff Briggs. The County will

need to check with States Attorney Mairose about reimbursement for calls that would fall under this. Sheriff Briggs

stated that his department has developed a new logging system for the cities that will show the time, location, and

hours spent for each law enforcement officer. Chairman Dethlefsen and the entire Commission assured Briggs that

just because we do not have all the cities signing the contract, it does not mean we are cutting a deputy. The County is

committed to keeping all three deputies, we want to keep what we have, said Dethlefsen.

A motion was made by Studeny, seconded by Clark to make the following appointments. Motion carried with

all voting aye.

Coroner: Diana Spinar

Deputy Coroner: Roman Briggs

Emergency Manager/Weed Supervisor: Skyler Kehn

Zoning Administrator: Tina Gerlach **Highway Superintendent:** Doug Vissia

Custodian: Dan Beckmann

A motion was made by Clark, seconded by Niles to designate the following. Motion carried with Dethlefsen, Clark, and Niles voting aye. Studeny abstained.

Official Newspapers: SD Mail, Standard Publishing, and Stickney Argus

Bank Depositories: Farmers & Merchants State Bank- Plankinton & White Lake, and American Bank & Trust - Stickney.

Site for Foreclosure Sales: Inside the front door of the Courthouse.

Official Posting Board: Courthouse bulletin board & front door of Courthouse.

Income Guidelines for Poor Applications: as per www.fns.gov/snap/income-rules-incomes-limits

A motion was made by Studeny, seconded by Clark to authorize the Chairman or Auditor to sign EM&D quarterly reports and time sheets during the year. Motion carried all voting aye.

A motion was made by Studeny, seconded by Niles to send a letter to invite the SD Highway Patrol into the County for the purpose on enforcing applicable weight limits and sign the following resolution. Roll Call Vote: Clark, aye; Studeny, aye; Niles, aye; Dethlefsen, aye. Motion carried.

RESOLUTION TO ENFORCE WEIGHT LIMITS

WHEREAS overweight vehicles cause damage to roadways; and

WHEREAS the taxpayers bear the burden of the cost of road repair;

NOW THEREFORE BE IT RESOLVED that the Aurora County Commission hereby invites the South Dakota Highway Patrol into Aurora County for the purpose of enforcing the applicable weight and load restrictions on the oil roads of Aurora County.

Dated this 4th day of January, 2024.

Randy Niles, Commissioner Dist. 1

Absent, Commissioner Dist. 2

Clyde Dethlefsen, Commissioner Dist. 3

John Paul Studeny, Commissioner Dist. 4

Travis Clark, Commissioner Dist. 5

ATTEST: Susan Urban, Auditor

A motion was made by Clark, seconded by Studeny to approve, and sign the following resolution regarding the designation of rangeland fire coordinator. Roll Call Vote: Clark, aye; Studeny, aye; Niles, aye; Dethlefsen, aye. Motion carried.

RESOLUTION DESIGNATING AURORA COUNTY RANGELAND FIRE COORDINATOR

WHEREAS, the Board of County Commissioners of Aurora County has the authority, pursuant to SDCL 41-20A-11, to request assistance of range fires withing the County from the State Wildland and Fire Coordinator; and

WHEREAS, the Board of County Commissioners has the authority to designate persons to act on behalf of the Board of Commissioners in making such request; and

WHEREAS, the Board of Commissioners believes that the appropriate person to make such request is the Aurora County Director of Emergency Management, Skyler Kehn.

NOW, THEREFORE BE IT RESOLVED, that the following individual is hereby authorized to request rangeland fire assistance, on behalf of the County of Aurora as specified in SDCL 41-20A-11. This appointment shall be effective February 1, 2024 to February 1, 2025. The authority to request assistance as provided shall continue in full force and effect until terminated or modified by resolution of the County of Aurora Board of Commissioners.

Skyler Kehn, Emergency Manager Phone 605-942-7751 Cell 605-680-4687

BE IT FURTHER RESOLVED, that Skyler Kehn, Emergency Manager, is appointed County Rural Fire Coordinator for the County of Aurora. The Rural Fire Coordinator is hereby authorized to act as a single point of contact, on behalf of the County of Aurora, in dealing with administrative matters such as burn bans, billings, or questions about this Rangeland Fire Agreement specific to the County. This authority shall continue in full force and effect until terminated or modified by resolution of the County of Aurora Board of Commissioners.

Dated this 4th day of January, 2024.

s/s Randy Niles, Commissioner District 1

s/s Absent, Commissioner District 2

s/s Clyde Dethlefsen, Commissioner District 3

s/s John Paul Studeny, Commissioner District 4

Dinner: \$20.00

s/s Travis Clark, Commissioner District 5

ATTEST: Susan Urban County Auditor

A motion was made by Studeny, seconded by Clark to allow county employees to attend meetings

pertaining to their offices with prior approval and an agenda is to be given to the County Commission when

the request is made. Motion carried all voting aye. Permission must be granted first before any meal, travel or

lodging reimbursements will be paid or reimbursed.

A motion was made by Studeny, seconded by Niles to set the following reimbursement rates for meals,

mileage, lodging, burial, coroner calls, and mileage for county vehicles taken home. Employees will be reimbursed at

the actual cost, but not to exceed the following state rates. Receipts must be provided. Motion carried all voting aye.

2024 State Reimbursement Rates for Meals, Lodging & Mileage:

Meals not to exceed state rates and a receipt will be required for reimbursement.

Breakfast \$6.00 Lunch: \$14.00

Lodging: \$95.00 plus tax Mileage: .51 per mile

Any reimbursement above and beyond these rates will need to be approved by the Board prior to the expense and will

be decided on a case-by-case basis.

Burial Rates 2024: (SDCL 7-14.1) Flat fee of \$2,000.00 for a traditional burial or cremation.

Corner Call 2024s: \$100 per call

Rate for County Vehicle Taken Home: \$30.00 per month for use of county vehicles taken home by

Emergency Manager or Highway Superintendent as per federal requirements.

A motion was made by Clark, seconded by Studeny to set the following rates and precincts for county

elections. Motion carried all voting aye.

Election Workers:

2024 Rates

Election Day: \$150.00 per day School: \$30.00 to attend

Post Election Audit: \$65.00 per day

Tabulators & Resolution Board: \$40.00 per day

Mileage for Superintendent to bring ballots back to courthouse .51 / mile

Election lists: Set by Secretary of State's Office

Election Precincts:

COMMISSIONERS

DEPUTIES OF ELECTED OFFICIALS

April Johnson, Deputy Auditor

Precinct 1 – Stickney Community Building

(Aurora Twp., Dudley Twp., Hopper Twp. & Stickney Town)

Precinct 2 – Stickney Community Building

(Pleasant Lake Twp., Truro Twp., Center Twp. & Washington Twp.)

Precinct 3 – White Lake City Hall

(Lake Twp., White Lake Twp., White Lake City, Gales Twp., Patten Twp., Pleasant Valley Twp., Cooper Twp., Eureka Twp., & Crystal Lake Twp.)

ANNUAL SALARY

HOURLY RATE

\$19.77

Precinct 5 – Aurora County Ag Building

(Firesteel Twp., Plankinton Twp., Bristol Twp., Belford Twp.,

Palatine Twp.)

Precinct 7 – Aurora County Ag Building

(Plankinton City)

A motion was made by Clark, seconded by Niles to approve the 2024 annual salaries and hourly rates. Motion carried all voting aye.

2024 Annual Salaries & Hourly Rates

COMMISSIONERS	AMMUAL SALAKI
Clyde Dethlefsen, Chairman	\$10,726.64
Randy Niles	\$10,126.64
Roger Hanten	\$10,126.64
John Paul Studeny	\$10,126.64
Travis Clark	\$10,126.64
ELECTED OFFICIALS	ANNUAL SALARY
Susan Urban, Auditor	\$50,199.20
Andrea Pryor, Treasurer	\$46,824.64
Arlene Koch, Reg of Deeds	\$47,704.96
Rachel Mairose, States Attorney (50%)	\$44,298.96
Roman Briggs, Sheriff	\$59,673.12
APPOINTED EMPLOYEES	ANNUAL SALARY
Doug Vissia, Hwy Supt	\$58,771.84
Tina Gerlach, Dir of Equalization & Zoning Director	\$46,573.12
The German, Dir of Equalization & Zonnig Director	Ψ10,373.12

Sue Faulhaber, Deputy Treasurer (80%)	\$17.93
Nancy Beckman, Deputy Reg of Deeds (20%)	\$18.59
Kyle Lewis, Deputy Sheriff	\$45,189.76 Annual Salary
Kyle Ness, Deputy Sheriff	\$45,189.76 Annual Salary
Malcolm LaFortune, Deputy Sheriff	\$45,126.88 Annual Salary

APPOINTED EMPLOYEES	HOURLY RATE
Elizabeth Maine, Deputy Dir of Equalization	\$17.99
Dan Beckmann, Custodian	\$18.08
Brandi Schroyer, States Atty Sec (50%)/Welfare (25%)	\$17.84
Trisha Van Drongelen, Admin Sheriff Secretary	\$16.30
Skyler Kehn, Emergency Manager/Weed Supervisor	\$18.13
Audrey Chapman, Veterans Service Officer (30%)	\$18.07
Tina Kieffer, Ext Sec/ 4-H Coordinator (60%)	\$20.00
Nancy Beckman, Hwy Secretary (80%)	\$18.59

HIGHWAY WORKERS	HOURLY RATE
Larry Falk	\$19.96
Ron Urban	\$19.48
Scott German	\$19.45
Clint Moore	\$19.45
Derek Koch	\$19.33
Rick Pryor	\$19.33
Steven Nussbaum	\$19.27
Jesse Thuringer	\$19.21
Part Time Help	\$15.00
State Hourly Minimum Wage	\$11.20

A motion was made by Studeny, seconded by Clark to appoint the individuals to following boards. Motion carried all voting aye.

District III: Roger Hanten, (Alternate: John Paul Studeny)

DeTox & Mental Health: Travis Clark

ROCS: Randy Niles

Weed & Pest: Clyde Dethlefsen

Title III Hazardous Material: Roman Briggs/Skyler Kehn

Tri-County Landfill: John Paul Studeny

Housing: Randy Niles

County Board of Health

Melissa Davis Rachel Mairose Tia Hetland

Housing Board

April Johnson Dale Steffen

(Additional Members Todd Clark and Chris Plamp)

The Aurora County Commissioners recognize that it appears to be a conflict with Commissioner John Paul Studeny as owner of the SD Mail. As per SDCL, it states that a county shall designate three official newspapers unless there are less than three within the county to designate. The County has not changed the amount of business that we have done with the SD Mail and has done business with them for many years. It was also noted that Commissioner Studeny does not own all of the newspapers within the County.

A motion by Clark, seconded by Niles to file reports and pay vouchers as listed below. Motion carried with Clark, Niles, and Dethlefsen voting aye. Studeny abstained from the vote.

REPORTS: December payroll: Social Security 5,399.14 Medicare 1,262.70; Wellmark 27,250.50; SD
Retirement 5,628.41; Commissioners 4,126.75; Auditor 7,416.55; Treasurer 6,282.99; States Attorney 5,409.69;
Courthouse 2,626.92; Dir of Equal 6,049.46; Reg of Deeds, 4,583.51; Vet Service, 508.20; Sheriff 18,261.60;
Extension 1,809.16; Weed 1,145.98; Zoning 748.52; Hwy 33,986.97, EM&D 1,718.88. Reg of Deeds Fees: Marriage
Lic/Certs 0.00; Death/Birth Certs 45.00; Preservation Fund 141.00; Driver's License 180.00; Copies 21.00; Other 0.00;
Recording Fees 1,135.00; Transfer Fees 1,282.00. Payroll direct deposit for December 8.40. Auditors Acct with
Treasurer: Cash on Hand 1,208.08, MMDA 1,916,228.94, Fund Investments 942,140.00.

CLAIMS:

GENERAL FUND			
ANITA SCHMIDT	REFUND AG BUILDING RENT	200.00	
PIA PRYOR	REFUND AG BUILDING RENT	200.00	
		400.00 *	
COMMISSIONERS			
S.D. MAIL OFFICE	DECEMBER PUBLISHING	832.33	
SDML WORK COMP FUND	2024 WORKERS COMP	20678.00	
STANDARD PUBLISHING	DECEMBER PUBLISHING	569.34	
STANDARD PUBLISHING ARGUS	DECEMBER PUBLISHING	569.34	
		22649.01 *	
JUDICIAL SYSTEM			
IRIS HUEZO	INTERPRETER SERVICES	225.00	
THE SHARP FIRM	CAA - JUVENILE	3921.41	
		4146.41 *	

TREASURER

S.D. MAIL OFFICE STANDARD PUBLISHING STANDARD PUBLISHING ARGUS	DECEMBER PUBLISHING DECEMBER PUBLISHING DECEMBER PUBLISHING	75.00 75.00 75.00	
		225.00	*
CUMMINS SALES AND SERVICES L & L SANITATION	FUEL FOR COURTHOUSE MAINT ON COURTHOUSE GENERATOR 2024 GARBAGE HAULING ELECTRICITY FOR COURTHOUSE	978.86 600.00	
		4291.45	*
DIR. OF EQUALIZATION DISTRICT III	GIS ANNUAL CHARGE 2024	1500.00	
		1500.00	*
VA OFFICE S.D. MAIL OFFICE CONNECTING POINT ULTRA INC	DECEMBER PUBLISHING LAPTOP COMPUTER & ACCESSORIES	189.00 1679.40	
		1868.40	*
SHERIFF V I S A V I S A V I S A V I S A V I S A V I S A V I S A	POSTAGE CALENDARS FOR 2024 CAR WASH MEAL CLOTHING ALLOWANCE - MALCOLM CELL PHONE USAGE	14.55 114.94 18.00 15.83 114.70 425.22	
		703.24	*
FIRE PROTECTION STICKNEY FIRE DEPARTMENT	2024 FIRE DEPT SUPPORT	20500.00	
		20500.00	*
	MONTHLY SUPPORT JAN - FEB - MAR SUPPORT 2024 MI - EVALUATION	60.00 762.50 183.34	
		1005.84	*
DRUG & ALCOHOL DAKOTA COUNSELING INSTITUTE	JAN - FEB - MAR SUPPORT 2024	300.00	
		300.00	*
AG BUILDING PLANKINTON CITY	ELECTRICITY FOR AG BUILDING	735.65	

		735.65 *
COUNTY EXTENSION		
	DNA ENVELOPES	36.00
		36.00 *
WEED		
MID-AMERICAN RESEARCH CHEMICAL		300.00
MID-AMERICAN RESEARCH CHEMICAL		5478.11 212.64
S.D. MAIL OFFICE STANDARD PUBLISHING	DECEMBER PUBLISHING DECEMBER PUBLISHING	177.34
	DECEMBER PUBLISHING	177.34
	FUEL FOR PUMP ON WEED TRUCK	2.84
		6348.27 *
PLANNING & ZONING		
	2024 DUES	11989.00
	DECEMBER PUBLISHING	72.00
	DECEMBER PUBLISHING	100.33
STANDARD PUBLISHING ARGUS	DECEMBER PUBLISHING	100.33
		12261.66 *
R&B CONSTRUCTION		10 10
AUCA CHICAGO MC LOCKBOX	JESSE DRUG & ALCOHOL TESTING	12.18
BUTLER MACHINERY COMPANY		742.00
BUTLER MACHINERY COMPANY		20997.54
	ELECTRIC - AUR CTR & STORLA	171.24
GOVERNORS INN	SAFETY CONFERENCE LODGING	154.00
GREAT PLAINS LUMBER & SUPPLY	RAKE	27.99
JAKE'S	OIL	14.18
JAKE'S	GAS FOR PICKUP	19.00
L & L SANITATION	2024 GARBAGE HAULING	300.00
NAPA CENTRAL	LIGHT BULBS	6.90
	ELECTRIC BILL - WL & STK	
	ELECTRICITY FOR HIGHWAY 2024 DUES	423.77 350.00
SD DEPT OF TRANSPORTATION		933.88
SD DEPT OF TRANSPORTATION SD DEPT OF TRANSPORTATION		953.41
STEVE'S WELDING REPAIR		151.20
	STICKNEY SHOP - WATER	92.50
TOTAL OIL		1984.92
	LOADER LEASE	3200.00
	CELL PHONE USAGE	88.69
WILLIAMS OFFICE EQUIP REPAIR	COPIER REPAIR	100.00
		31068.08 *
EM&D		
CUMMINS SALES AND SERVICES	AG BUILDING GENERATOR - BATTER	167.61

CUMMINS SALES AND SERVICES VERIZON	MAINT ON AG BI CELL PHONE USA		862.70 95.95
			1126.26 *
DOMESTIC ABUSE SAFE PLACE OF EASTERN SD	2024 DOMESTIC	ABUSE SUPPORT	2500.00
			2500.00 *
REGISTER OF DEEDS MCLEOD PRINTING & OFFICE SUPPL	MISCELLANEOUS	BOOK	527.70
			527.70 *
		Total Checks:	112,192.97 *
Meeting adjourned subject to call.			
		Clyde Dethlefsen, Chairn Aurora County Commiss	
Attest:			
Susan Urban, Auditor			
(Published once at the approximate cost of)		