REGULAR MEETING OF BRULE COUNTY COMMISSIONERS

March 7, 2024

# The Board of Brule County Commissioners met in regular session at 9:30 a.m. at the Brule County Courthouse. Members present: DeBoer, Dozark, Swanson, and Mairose. Absent - Carson Also present: Dedrich Koch, Deputy States Attorney and Janet Petrak, Central Dakota Times. No public comments or conflicts of interest were noted.

## **APPROVE MINUTES**

 Commissioner Mairose moved and Commissioner Swanson seconded to approve the minutes of
2-15-2024. All members voted aye. Motion carried.

**PERSONNEL**

 Commissioner Swanson moved and Commissioner Mairose seconded to allow the highway crew to begin the 10-hour work weeks beginning March 11, 2024 instead of April 1, 2024 as the personnel manual reflects. All members voted aye. Motion carried.

 Commissioner Swanson moved and Commissioner Mairose seconded to accept the resignation of Lester Thompson, Jr from the Sheriff’s Office effective February 19, 2024 and to increase Chai Edwards wage .50/hour ($19.35) as she has passed her probationary period, effective March 8, 2024. All members voted aye. Motion carried.

**BRIDGE INSPECTION RESOLUTION**

 Commissioner Dozark moved and Commissioner Swanson seconded to adopt the following resolution:

**BRIDGE REINSPECTION**

**PROGRAM RESOLUTION**

**FOR USE WITH SDDOT RETAINER CONTRACTS**

**WHEREAS**, 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspectionat intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

**THEREFORE**, Brule County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire Ulteig Engineering for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Dated this 7th day of March, 2024, at Chamberlain, South Dakota. Signed: Donn DeBoer, Chairman. Attest: Pamela Petrak, Brule County Auditor. Aye votes: 4 Nay votes: 0

**CARSWAP BILLING**

 Carswap was contacted by Sheriff Miller as the billing that was received reflecting parts and labor did not fix the situation with the pickup. The vehicle was taken elsewhere and was fixed so Sheriff Miller was requesting that the labor be removed from the billing and CarSwap would be paid for the parts as the parts were utilized. CarSwap did agree to that arrangement. Commissioner Swanson moved and Commissioner Dozark seconded to pay CarSwap $1,101.29 for the parts. All members voted aye. Motion carried.

**BIDS**

 Commissioner Swanson moved and Commissioner Mairose seconded to advertise for bids for the County for fuel, gravel, gravel hauling, hot mix, road oil, short hauling of gravel, stockpiling of gravel. Bids are to be accepted until April 2 at 5:00 pm, will be opened on April 3, 2024, at 9:00 am and awarded at the April 4, 2024 Commissioners Meeting at 9:30 am. All members voted aye. Motion carried.

**CAPITAL OUTLAY**

 Commissioner Dozark moved and Commissioner Swanson seconded to dissolve capital outlay of $80,000 to purchase the new computers. All members voted aye. Motion carried.

**TRAVEL REQUEST**

 Commissioner Swanson moved and Commissioner Dozark seconded to approve the travel of the States Attorney Theresa Maule to the annual conference in Deadwood, SD May 1 – 3, 2024, 3 nights motel at $105.00/night and meals. All members voted aye. Motion carried.

 Commissioner Swanson moved and Commissioner Mairose seconded to approve travel for Highway Superintendent Mike Schlaffman to attend the Highway Short Course in Deadwood March 19 -21, 2024. 2 nights motel at $99.00/night, $100.00 registration fee. All members voted aye. Motion carried.

**SURPLUS PROPERTY**

 Commissioner Swanson moved and Commissioner Mairose seconded to surplus computers (5 years old) to be sold. A complete unit (computer, monitor, keyboard and mouse) will be sold for $100.00. 3 extra monitors will be sold for $25.00 each. All members voted aye. Motion carried.

### AUDITOR’S ACCOUNT WITH THE TREASUER

 The Auditor’s Account with the Treasurer showed as of 2-29-2024 a balance of $7,041,486.42 in all state, county, civil, school & trust funds.

### REGISTER OF DEEDS STATEMENT OF FEES

 The Register of Deeds Statement of Fees showed a collection of $7,183.15 for February 2024.

**EXECUTIVE SESSION**

 Commissioner Mairose moved, and Commissioner Swanson seconded to enter executive session at 9:51 am to discuss personnel issues. Executive session declared over at 10:50 am.

**REPORTS & CORRESPONDENCE**

 The following reports were received and placed on file in the County Auditor’s office: Auditor’s Account with the Treasurer, Trial Balance Sheet, Register of Deeds Statement of Fees.

**APPROVE CLAIMS**

 Commissioner Dozark and Commissioner Mairose seconded to approve the following bills and payroll. All members voted aye. Motion carried.

# **GENERAL FUND**

***Salaries:*** Commissioners, 1547.70; Auditor, 3437.56; Treasurer, 3447.96; States Attorney, 6050.97; Register of Deeds, 3457.56; Sheriff, 9978.59; Jail, 12,449.52; Courthouse, 1487.99; Veteran Service, 829.22; Victim Witness Coordinator, 230.12. ***FICA & Medicare:*** First Dakota Bank, 3421.27. ***Retirement:*** SDRS, 2644.12. ***Insurance Reimbursement:*** 3512.66. ***Insurance:*** ABA 4510.32. Alexander, Laura, 180.00; Avera Occupational Medicine, 180.00; B & L Communications, 180.00; Black Hills Chemical & Janitorial, 81.98; Bode, Julie, 65.30; Bomgaars Supply, 32.82; CASA, 1500.00; Caldwell, Christopher, 51.02; Central Dakota Times, 906.72; Central Electric Cooperative, 445.00; Certified Languages Interpreter, 23.10; Core-Mark Midcontinent Ind, 35.98; Department of Transportation, 46.46; Enviromaster, 88.00; Fink, Keith, 56.12; G & R Controls, 3325.00; Hein Law Office, 1437.89; Hickey Funeral Home, 1120.00; Hickey Heating LLC, 1129.18; JG Welding, 80.00; Johnson, Dari, 51.02; Johnson Pochop law Office, 1060.49; Kontz, Kimberly, 107.43; Lewis Drug, 156.24; Lincoln County Auditor, 412.50; Mairose & Steele Professionals, 322.60; Maule, Theresa, 67.88; McManus, Chad, 55.10; Miller, Darrell, 2790.00; Morgan Theeler LLP, 1820.30; Northwestern, 3333.88; Office Products Center, 955.61; Olney, Chase, 140.00; Olson’s Pest Tech Inc, 80.00; Petty Cash, 238.00; Powell, Bonnie, 51.02; Pukwana Town, 91.97; Relx Inc, 643.09; Sanford Health Network, 560.00; Schlaffman, Mike, 140.00; Secretary of State Office, 30.00; Servall Uniform & Linen Company, 42.41; SD Association of County Commissioners, 505.00; SDSU Extension, 11,585.05; Smith, Garrett, 68.36; Steve Smith Law Office, 797.60; Tech Solutions, 580.00; Thomas, Kurt, 83.66; Thompson, Sheila, 54.08; VanGuard Appraisals Inc, 12,725.00; Verizon Connect, 100.63; Verizon Wireless, 212.99;

**ROAD & BRIDGE FUND**

***Salaries:*** 13695.29. ***FICA & Medicare:*** First Dakota Bank, 1049.53. ***Retirement:*** SDRS, 821.72. ***Insurance Reimbursement:*** 328.36. ***Insurance:*** ABA 2759.12. Bomgaars Supply, 34.87; Brooks Hardware, 1001.47; Lyle Signs, 653.42; Northwestern, 565.53; SD DOT, 684.61; Tech Solutions, 10.00; Verizon Wireless, 41.93; WW Tire Service Inc, 5740.80.

**24/7 FUND**

***Salaries:*** 182.97. ***FICA & Medicare:*** First Dakota Bank, 16.51. ***Retirement:*** SDRS, 14.64. ***Insurance Reimbursement:*** 28.66. ***Insurance:*** 2.34. Tech Solutions, 20.00.

**EMERGENCY MANAGEMENT FUND**

***Salaries:*** 699.30. ***FICA & Medicare:*** First Dakota Bank, 64.95. ***Retirement:*** SDRS, 41.96. ***Insurance Reimbursement:*** 328.36. Tech Solutions, 30.00.

**E911 FUND**

Central Dakota Times, 13.65.

## **ADJOURNMENT**

 Commissioner Mairose moved, and Commissioner Swanson seconded to adjourn at 11:10 am with the next meeting being held on 3-21-2024 at 9:30 am. All members voted aye. Motion carried.

ATTEST:

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PAMELA PETRAK DONN DEBOER

BRULE COUNTY AUDITOR BOARD OF BRULE COUNTY COMMISSIONERS