

Regular Meeting Minutes  
Butte County Courthouse  
Commission Meeting Room  
839 5<sup>th</sup> Avenue  
Belle Fourche, SD 57717  
Phone: 605-892-4485

**Tuesday, February 21, 2023**

THE BOARD OF BUTTE COUNTY COMMISSIONERS CONVENED AT 1:00 P.M. on February 21, 2023. Commissioners present were Harms, Ager, Walton, Herman, Erk.

Chairperson Harms called the meeting to order and led the group in the Pledge of Allegiance.

Motion by Herman Second by Ager to approve the meeting agenda with no changes. Vote Unanimous. Motion Carried

Motion by Walton Second by Erk to approve the Regular Scheduled Minutes from February 7<sup>th</sup>, with two changes (include missing motion name and seconds). Vote Unanimous. Motion Carried

Motion by Ager Second by Herman to approve the Auditor's Monthly Settlement with Treasurer. Vote Unanimous. Motion Carried.

**AUDITOR'S MONTHLY SETTLEMENT WITH TREASURER  
BUTTE COUNTY  
December 31, 2022**

**CHECKING/SAVINGS ACCOUNTS**

Wells Fargo Checking	\$	102,294.82	
First Interstate Bank	\$	1,666,869.73	
Pioneer Bank & Trust	\$	<u>50,950.75</u>	
Total Checking/Savings Accounts	\$		1,820,115.30

**INVESTOR ACCOUNTS**

Pioneer Bank and Trust		920,314.61	
First Interstate Bank Account		<u>1,514,201.66</u>	
Total Investor Accounts	\$		2,434,516.27

**CERTIFICATE OF DEPOSIT**

First National Bank	\$	2,753,914.02	
Pioneer Bank & Trust		<u>1,000,000.00</u>	
Total Certificates of Deposit	\$		3,753,914.02

Cash on Hand	\$		<u>1,745.00</u>
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<b>TOTAL CASH ACCOUNTS</b>	\$		<u><u>8,010,290.59</u></u>
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Insufficient Fund Checks In-process	\$		<u>0.00</u>
Total General Ledger Balance	\$		<u><u>8,010,290.59</u></u>

<u>/s/ Annie Capp</u>	<u>2/17/2023</u>
COUNTY AUDITOR SIGNATURE	DATE

<u>/s/ Debra Lensegrav</u>	<u>2/17/2023</u>
COUNTY TREASURER SIGNATURE	DATE

Motion by Walton Second by Erk to approve the County Lien Report. Vote Unanimous. Motion Carried.

### **LIEN REPORT BUTTE COUNTY**

	<i><b>EXPENSES JAN 2023</b></i>	<i><b>EXPENSES YTD</b></i>	<i><b>RECOVERED JAN 2023</b></i>	<i><b>RECOVERED YTD</b></i>
<b>CAA/PUBLIC DEFENDER</b>	<b>\$ 21,240.31</b>	<b>\$ 21,240.31</b>	<b>\$ 3,111.08</b>	<b>\$ 3,111.08</b>
<b>JAIL</b>	<b>\$ 32,453.80</b>	<b>\$ 32,453.80</b>	<b>\$ 6,604.78</b>	<b>\$ 6,604.78</b>
<b>POOR LIEN</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>REGIONAL JUV DETENTION</b>	<b>\$ 45.00</b>	<b>\$ 45.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

Motion by Ager Second by Herman to approve payment of Bills per Printout as presented by Auditor Annie Capp with no changes. Vote Unanimous. Motion Carried. Approval Sheet signed by all Commissioners and Auditor.

Motion by Walton Second by Erk to approve payment of Apportioning and Other payments per Printout as presented by Auditor Annie Capp with no changes. Vote Unanimous. Motion Carried. Approval Sheet signed by all Commissioners.

Motion by Ager Second by Walton to approve the Register of Deeds Report. Vote Unanimous. Motion Carried

Motion by Herman Second Walton by to approve Travel Requests as presented by Auditor Annie Capp with no changes. Vote Unanimous. Motion Carried.

- Auditor's Office –Annie Capp to attend 2023 Spring SD Welfare Officials Workshop in Pierre, SD from April 11-13, 2023
- Auditor's Office –Annie Capp to attend 2023 Spring SDACO Workshop (New Officials) in Pierre, SD from April 18-20, 2023

Abatements: Director of Equalization Donna Jones presented three abatements for commissioner review and approval

- Motion by Ager Second by Herman to approve the abatement request for 15.50.L1 in the amount of \$2,257.74 as presented by Director of Equalization Donna Jones. Vote Unanimous. Motion Carried
- Motion by Walton Second by Herman to approve the abatement request for 15.63.01.09 in the amount of \$1,351.12 as presented by Director of Equalization Donna Jones. Vote Unanimous. Motion Carried
- Motion by Herman Second by Erk to approve the abatement request for 15.62.08 in the amount of \$1,114.87 as presented by Director of Equalization Donna Jones. Vote Unanimous. Motion Carried

Beginning at 1:15 PM the following citizens appeared during the Public Comment Session:

- Miranda Gallagher Director of BF Chamber of Commerce gave an activity report including recent Board Orientation and planning session, recent classes offered and completed, and upcoming partnerships with Economic Development and schools.

Veteran Service Officer Jasen Saivong presented an activity report including disability compensation claims, spousal death, and transportation numbers. Saivong also followed up with program effective Jan 17<sup>th</sup>, 2023, and who to contact. Mr. Saivong also provided an update on Emergency Management Administrator activities.

Auditor Capp provided an activity report for Health Services - collaboration with multiple Belle Fourche to provided 65 children with Christmas gifts, grocery gift cards, and Monetary donations totaling \$1645.00.

State's Attorney LeEllen McCartney presented the State's Attorney office activity report including status of cases, upcoming jury trial, current jail numbers, grand jury, open position for Deputy States Attorney, and summer intern interviews.

Keynen Merrell of Stereos and Stuff presented commissioners with options for audio/video equipment in the commissioner room. Commissioner Ager requested a quote be presented at next commissioner meeting 07Mar2023 with various options.

Auditor Capp presented seven applicants to fill seat on Butte County Planning Board for Commissioner's review. February Planning meeting rescheduled to 02Mar2023 – Mr. Smeenk will still be active for this meeting. New Planning Commissioner will begin term March 14, 2023.

Commissioner Ager nominated William O'Dea to the board, Commissioner Erk nominated Cody Burke to the board. Motion by Herman, Second by Ager to cease nominations. Vote by ballots were held. Cody Burke – 1, William O'Dea – 4. Motion Herman, Second Walton by to appoint Mr. O'Dea to a four year term as Butte County Planning Commissioner beginning March 14, 2023.

Discussion was held regarding Board of Adjustments. Planning Board will take Commission Board guidance when completing section on variances in Subdivision Ordinance. States Attorney McCartney presented information on authority issued to Board of Adjustments. Planning Director Donna Jones also provided clarification.

Motion Ager, Second by Herman to nominate the Butte County Commission Board as the Board of Adjustments. Recommendations would come from Planning Committee. Roll Call Vote Harms, aye, Ager, aye, Walton, aye, Herman, aye, Erk nay.

Auditor Capp presented an activity report including collection process for County liens, checks over two years old, departmental cross training, legislation, and update of County website.

Auditor Capp presented the 2022 Butte County Annual Report. After approval the report will be published for 30 days then submitted to Legislative Audit.

Motion Walton, Second Herman to approve 2022 Butte County Annual Report as presented by Auditor Annie Capp. Vote Unanimous. Motion Carried.

Motion Walton, Second Ager to approve skill level/wage increases provided by Auditor Capp

- Treasurer - Siri Scheller – Clerk – Skill Level 2 - \$20.86
- Treasurer – Eliza Thompson – Clerk – Skill Level 2 - \$20.86
- Treasurer – Twyla Nelson – Clerk – Skill Level 3, Tier 3- \$23.21

Motion Herman, Second Erk to approve request for 120 hours of sick leave from Butte County Sick Leave Bank. Vote Unanimous. Motion Carried.

Committee Reports were given

- Walton: Ambulance updates were provided including meeting times, scheduling updates and pay adjustments

- Walton: Economic Development focused on housing development.
- Ager: Planning Committee rescheduled to 02Mar2023.

### **Old Business**

- Auditor Capp provided information from Legislative Audit regarding ARPA funds and effect on future budgets. Other county uses for ARPA and LATCF funds was also shared.
- Walton reached out to contractor regarding Fairground repairs but has not heard back yet, he will follow up with the contractor and provide information later.

New Business: None

Motion Erk, Second Herman to adjourn the meeting at 2:37 p.m. Vote Unanimous. Motion Carried.

### **Payments**

#### **SALARY**

ASSESSOR'S OFFICE/PLANNING \$8,670.54, AUDITOR'S OFFICE \$8,243.57, BUILDING \$3,966.19, COMMISSIONERS \$4,158.92, DISPATCH \$13,885.90, ELECTION \$2,047.98, EM/911 \$913.21, EXTENSION \$1,828.00, HIGHWAY DEPT/WEED CONTROL \$23,614.35, JUDICIAL \$915.95, NURSE'S/WIC OFFICE \$1,914.41, REGISTER OF DEEDS OFFICE \$4,320.38, SHERIFF/JAIL DEPT \$19,359.18, STATES ATTORNEY OFFICE \$12,617.30, TREASURER'S OFFICE \$10,148.88, VETERAN SERVICE OFFICE \$828.40.

#### **COUNTY SHARE FICA**

BUTTE COUNTY SHARE \$8,645.24

#### **SDRS RETIREMENT**

BUTTE COUNTY SHARE \$6,756.39

#### **GROUP INSURANCE**

BUTTE COUNTY SHARE \$41,094.71

#### **PROFESSIONAL SERVICES**

SD PBLC HLTH LAB \$300.00, R BCHMN \$100.00, PNNINGTN CO JAIL \$3,671.34, SRVLL \$1,012.46, SDACC \$50.00, JURY FEES \$101.68, TYLR TECH \$449.17, WSTRN SD JVNLE SRVCS \$1,065.00, CHRS BRLL \$81.00, ROYL LAWN CARE \$1,385.00, STATE BAR OF SD \$75.00, GENE'S LCK SHP \$16.00, MNMNT HLTH \$538.37, TRI-STATE CHRPRCTC \$155.00, BARNAUD LAW \$4,990.08, T ELLNGSN \$150.00, BUTTE CO AMBLNCE \$60.00, SDACO \$220.00, CTY OF RC \$80.00, HLPRT & HALE \$718.30, K HUNT \$107.00, BLUE LINE DNR \$106.00, PNNINGTN CO SHRFF \$18.36, Z PRDCTNS \$586.50, FISH WNDW CLNING \$99.00, BF EDC \$138.00, NMR \$1,980.00, SDSU XTNSN \$7,407.63, KNNY LAW \$2,498.02, A-Z SHRDDNG \$430.50

#### **PUBLICATIONS**

BH PIONEER \$1,557.81

#### **RENT/LEASE**

WNDT RNCH \$14,520.00, CLLGN \$51.00, BH PURE \$221.75, CNTRY BSNSS PRDCTS \$736.40

#### **REPAIRS/MAINTENANCE**

BTLR MCHNRY \$6,686.92, SCTT PETRSN MOTRS \$4,952.60, BNNY'S BDY & COLLSN \$2,525.05, ENRSN PLMBNG \$1,173.00, KONE \$479.01, APPLIED CNCPTS \$6,660.00, ROGE MOTRSPRTS \$128.00, CRNTT CNSTRCTN \$487.92

### **SUPPLIES**

MCLEODS \$469.90, OFFCE MPRM \$617.35, ROUNDP BLDNG CNTR \$11.99, PRNT MARKT \$783.22, STEREOS N STFF \$97.98, RNNINGS \$2,580.06, FRST NTRSTATE-MASTR CARD \$3,980.54, CBH \$3,101.69, M MAY \$203.34, PRAIRIE AUTO PARTS \$94.67, GREAT WSTRN STATES SPPLY \$734.10, STRGS RSPNDR SPPLY \$213.84, HLLYRD \$87.96, MG OIL \$8,171.58

### **TRAVEL/CONFERENCE**

### **UTILITIES**

CTY OF BF \$382.50, BH NRGY \$598.47, MDU \$2,526.78, BUTTE ELCTRC \$668.24, SD DEPT OF TRNS \$1,051.22, BLUEPEAK \$1,658.15, TWN OF NSLND \$75.76, GOLDN WST \$23.45, CNTRYLNK \$344.99

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APPROVED BY THE COMMISSION:  
Stanley Harms, Chairperson

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ATTEST: Annie Capp, Butte County  
Auditor