

McPherson County Board of Commissioners
Minutes of Proceedings
January 7th, 2025

The McPherson County Board of Commissioners met in regular session on Tuesday, January 7th, 2025 in the Commissioners chambers. Vice Chairman Mark Opp called the meeting to order at 10:00AM. Members present were Mark Opp, Jeff Neuharth, Sid Feickert and Mike Mardian.

The Oath of Office was given to Mike Mardian, Commissioner #2.

The Commissioner #4 vacant position was discussed. Neuharth moved and Mardian seconded to appoint Neal Woehlhaff to the vacant Commissioner #4 position through 12/31/2026. Upon roll call vote: Opp, Neuharth, Mardian and Feickert all voted "Aye". Motion carried.

The Oath of Office was given to Neal Woehlhaff, Commissioner #4.

Feickert moved Neuharth seconded to approve the agenda of the January 7th meeting. All voted in favor. Motion carried. No conflicts were declared.

Mardian moved and Feickert Seconded to approve the December 30th Commissioner Meeting Minutes. All voted in favor. Motion carried.

Vice Chairman Opp relinquish the Chair to the Auditor for the purpose of reorganizing the board for the year 2025. Nominations for chairman were requested. Neuharth nominated Opp for chairman. Neuharth moved and Feickert seconded to close nominations and cast a unanimous ballot for Opp. All voted in favor. Motion carried.

Nominations for vice-chairman were requested. Neuharth nominated Feickert for vice-chairman. Neuharth moved and Woehlhaff seconded that nominations cease and that a unanimous ballot be cast for Feickert. All voted in favor. Motion carried.

The Auditor relinquished the Chair to Chairman Opp.

BIDS:

At 10AM the following bids that were submitted for the 2025 supply of products/services to McPherson County were opened and read aloud. Bid amounts shown are the total bid margin and freight cost which the vendors are adding to the cost of the products shown on the State of South Dakota website:

Unleaded Bulk delivered to Eureka and Ethanol at the pump in Leola:

Gene's Oil Company- \$.129 Leola at Pump, no bid submitted for Eureka Bulk
Agtegra- \$.20 Leola at Pump; \$.32 Eureka Bulk

Dyed Diesel Fuel delivered in bulk:

Agtegra - \$.25 Leola area; \$.32 Eureka area; \$.32 Long Lake area
CHS (Bid was submitted late and was not considered)

Neuharth moved and Feickert seconded to accept Gene's Oil's bid for Ethanol at the Pump in Leola; Agtegra for Eureka Bulk Unleaded Gasoline and for dyed Diesel Fuel Eureka area and Long Lake area. All voted in favor. Motion carried.

Courthouse Snow Removal

The following bid was received to complete the courthouse snow removal of the sidewalks, steps and parking lot only in on an as needed basis; no snow hauling and no salt/ice melt; for the year 2025:

Moser Excavating - \$170/hour

Woehlhaff moved and Neuharth seconded to accept Moser Excavating's bid for snow removal, with Hwy superintendent Spitzer communicating with Moser. All voted in favor. Motion carried.

At 10AM no bids had been received for Propane. Spitzer reached out to CHS for a bid as the current bid holder. At 12PM the following bid for propane was received and considered:

Propane –Courthouse

CHS - .30 (January to May), .30 (October to December)

Propane Highway Shops

CHS - .30 Leola Area, .30 Eureka Area, .30 Long Lake Area

Neuharth moved and Maridan seconded to reject the bid and call for bids at full price versus profit margin. All voted in favor. Motion carried. Discussion ensued. Neuharth moved and Mardian seconded to rescind the motion to reject the bid and call for bids at full price versus profit margin. All voted in favor. Motion carried.

Neuharth moved and Mardian seconded to accept CHS Farmers Alliance's bid for propane at the Leola, Eureka, Long Lake highway shops and the Courthouse. All voted in favor. Motion carried.

DRAINAGE COMMISSION:

At 10:15AM Mardian moved and Neuharth seconded to meet as the McPherson County Drainage Commission for the purposes of reorganizing the board. All voted in favor. Motion carried. The Drainage Commission meets concurrently with the Board of Commissioners and their minutes are listed separately.

2025 APPOINTMENT AND DESIGNATIONS

Mardian moved and Feickert seconded to make the following appointments and designations.

Weed Board- Sid Feickert, 2 years remaining; Trevor Zantow and Mike Wolff, 4 years remaining; Galen Hauck and Curtis Hoff, 1 year remaining

Northeast Council of Governments- Sid Feickert, Neal Woehlhaff, and Glenn Spitzer

Zoning Board and Housing Redevelopment Board- Jeff Neuharth, 3 years remaining; Logan Heupel and George Hulscher, 4 years remaining; Dan Mettler, 2 years remaining; Richard Kolb, 3 years remaining

North Central E-911 Board - Mark Opp and Dave Ackerman

Community Health Board- Mike Mardian

Northeast South Dakota Community Action Program Board- Mike Mardian

Local Emergency Planning Committee- Mark Opp, Travis Mehlhaff, Jackie Rau, Michael Schwingler, Casey Jundt, Karl Moser, Wes Hilgemann, Doug Hatlewick, Tim Serr, Dave Ackerman.

Official Depositories- Great Plains Bank, CorTrust Bank and First State Bank of Roscoe.

Official Legal Newspapers- Northwest Blade, Inc. and McPherson County Herald

Foreclose Sale Sites: County Highway Shop in Leola, County Highway Shop (Eureka), and McPherson County Courthouse.

Neuharth moved and Woehlhaff seconded to re-appoint David Roggenkamp to the position of coroner for a two-year term beginning on January 1, 2025 and ending on December 31, 2026. All voted in favor. Motion carried. The Sheriff and Deputy Sheriffs serve as deputy coroners as needed.

Feickert moved and Mardian seconded to allow Auditor's Office to pay the following monthly utility bills for the year 2025 in the event they have not been posted 24hrs in advance of a meeting: Agtegra – Fuel; ATT – Phone; Dicky Rural – Co Server; Eureka City – Water/Rent; FEM –Electric; Gene's – Fuel; Heartland Waste – Garbage; Leola City – Water; McPherson Co Herald – Publishing; MDU – Electric; NorthWest Blade – Publishing; Valleytel – Phone/Internet; CHS – Propane; Web Water – Water. All voted in favor. Motion carried.

For 2025 the Board of Commissioners requires preauthorization for any department purchase over \$1,000.

2025 SALARIES OF OFFICERS AND EMPLOYEES:

The following annual salaries are in effect for McPherson County elected officials and employees for the year 2025:

Elected Officials Annual Salary: David Ackerman, Sheriff/Emergency Manager, \$70,940.52; Austin Hoffman, State's Attorney, \$65,237.76; Tiffany Weiszhaar, Treasurer, \$62,108.80; Vicki Geffre, Register of Deeds, \$62,108.80; Lindley Howard, Auditor, \$63,208.80; Mark Opp, Commission Chairman, \$9,689.04; Sid Feickert, Commissioner, \$8,489.04; Neal Woehlhaff, Commissioner, \$8,489.04; Jeff Neuharth, Commissioner, \$8,489.04; Mike Mardian, Commissioner, \$8,489.04; David Roggenkamp, Coroner, \$250 per body.

Neuharth moved and Mardian seconded to pay the commission chair receives an additional \$100/month. All voted in favor. Motion carried.

The following annual salaries are for salaried Appointed: Glenn Spitzer, Hwy Superintendent, \$70,577.64; Justin Bentz, Sheriff/Emergency Management Deputy, \$60,964.80; Aaron James Whited, Sheriff/Emergency Management Deputy, \$60,964.80; Jorge Olivar, Sheriff/Emergency Management Deputy, \$54,000.00; Samantha Boshard, Veterans Service Officer, \$25,628.76 (1,040 hours per year); Megan Hoffman, State's Attorney Secretary, \$17,807.40 (780 hours per year).

Courthouse Hourly Rates: Brooke Mehlhaff, Director of Equalization, \$29.86; Hunter Heinrich, Certified Assessor, \$26.02; Sharon Guthmiller, Courthouse Custodian/Maintenance, \$23.78; Jackie Rau, 4H/Extension, \$26.16/hour; Vivian Sain, Deputy Treasurer, \$22.83/hour; Dawn Jenner, Hwy Secretary,

\$22.83/hour; Trisha Erdmann, Deputy Auditor, \$22.83/hour; Kyra Moser, Deputy Register of Deeds, \$22.83/hour; Becky Wolff, fill in janitor (as needed), \$22.82/hour.

Highway Department Hourly- Rick Rau, \$29.56; Josh Flemmer, \$29.38; Greg McCulloch, \$29.06; Brandon Leeper-Duquette, \$29.06; Rodney Malsam, \$29.06; Sid Maier, \$28.96; Dean Geffre, \$27.96; Henry Spitzer, \$27.96; Micheal Yost, \$25.96; Dawn Jenner, when working as an equipment operator, \$25.83. Courthouse and Highway hourly employees are paid time-and-half for hours worked in excess of 40 hours within the standard work week. (Does not apply to elected and salaried appointed).

Neuharth moved and Feickert seconded to approve the following as part-time Highway Department employees working as needed in 2025: Skilled with CDL, rate of \$27.81/hour; Stanton Spitzer, Curt Schumacher; Restricted Seasonal, rate of \$20.00/hour; Connor Spitzer; Summer Seasonal, rate of \$18.54/hour. All voted in favor. Motion carried.

Feickert moved and Woehlhoff seconded that members of the Local Emergency Planning Committee are paid \$30.00/meeting and reimbursed mileage; Members of the Zoning board are paid \$100.00/meeting and reimbursed mileage; Members of the Weed Board are paid \$30.00/meeting, \$100/day for conference/district meeting agenda days, and reimbursed mileage. All voted in favor. Motion carried.

Neuharth moved and Mardian seconded that McPherson County will follow the state travel reimbursement rates for 2025. The following officers and employees receive mileage to come to the courthouse for meetings/office hours/court: County Commissioners, Veterans Service Officer, State's Attorney. All voted in favor. Motion carried.

Neuharth moved and Mardian seconded to pay full time employees who have worked for the county for 4 years or more a longevity pay at the December payroll, payment amount varies according to number of years worked. Should the employee retire prior to the end of the year the following longevity pay will be prorated, but an employee who resigns, for reasons other than retirement, forfeit longevity pay: 4-10yrs: \$600, 11-15yrs: \$1,200, 16-20yrs: \$1,800, 21-25yrs: \$2,400, 26-30yrs: \$3,000, 31-35yrs: \$3,600, 36-40yrs: \$4,200, 41-45yrs: \$4,800. All voted in favor. Motion carried.

CLAIMS APPROVED:

Agtegra-Leola Shop, Hwy/Courthouse Supplies, \$25.14; Rudy Aman, VSO Sign, \$360.00; Amazon, Supplies, \$9.99; Auto Value, Hwy Supplies, \$232.99; Rick Beilke, Miles, \$20.10; Brown County Sheriff, 2024 Jail Contract, \$25,000.00; Butler, Hwy Supplies, \$4,828.39; Century Business Products, Printer Contract, \$4.56; CHS, Propane, \$1,261.43; Crawford Trucks & Equipment, Hwy Supplies, \$1,045.43; Dickey Rural Telephone, Server Maint/Backup/Fix, \$1,490.89; Eureka City, Rent 1st Qtr, \$7,500.00; Eureka MFG, Hwy Supplies, \$32.16; Johnny & Renee Schwingler, Toilet/Sink Repairs, \$856.81; Anthony Kunz, Miles, \$151.05; Lakeside Lumber, VSO Paint, \$21.98; Leola City, Utilities, \$213.48; Linde Gas & Equipment, Hwy Supplies, \$18.85; McPherson Co Herald, Publishing, \$850.34; NECOG, 2025 Dues, \$8,132.58; Pumps Tire, Hwy Supplies, \$2,582.34; Ron's Service Center, Oil Changes, \$188.17; Valley Telco, Phone/Internet, \$996.14; Van Diest Supply Company, Chemical, \$12,465.45; CorTrust, Delinquent Tax/Auto Deposit Fee, \$1,863.57.

Feickert moved and Neuharth seconded to approve all of the forgoing claims. All voted in favor. Motion carried.

PUBLIC COMMENTS:

At 10:30AM the following public comments were heard by the board: Marian Kallas, stated why she is attending meetings; Jodi Waltman, handed out an opinion on HB1140 of the 2024 session.

RESOLUTIONS:

RESOLUTION 25-1

A RESOLUTION ESTABLISHING PROCEDURES OF CONDUCT AT MCPHERSON COUNTY BOARD OF COUNTY COMMISSIONERS MEETINGS

WHEREAS, the McPherson County Board of County Commissioners operates as the governing body of McPherson County, South Dakota, and is charged with conducting public meetings to address county business in accordance with state law; and

WHEREAS, the South Dakota Codified Laws (SDCL) set forth requirements and guidelines for the conduct of public meetings, including open meeting requirements, meeting notices, public participation, and procedural rules; and

WHEREAS, it is the intent of the McPherson County Board of County Commissioners to adopt uniform procedures to ensure the orderly and lawful conduct of its meetings, to promote transparency and accountability, and to encourage public participation while maintaining efficiency in its proceedings in accordance with SDCL Chapter 1-25.

NOW, THEREFORE, BE IT RESOLVED by the McPherson County Board of County Commissioners as follows:

Rules of Procedure:

1. Meetings shall be conducted in an orderly manner, with the Chairperson presiding over the proceedings.
2. All public comments shall be directed at the McPherson County Board of County Commissioners and no other members of the public in attendance.
3. No member of the public shall speak until duly recognized by the Chair. If a member of the public speaks without being recognized by the Chair, they shall cease speaking if ruled out of order. The Commission aspires to maintain a professional setting and encourages citizens to behave accordingly.
4. Any person making irrelevant, disrespectful, or slanderous remarks while addressing the Commission shall not be considered orderly or decorous. Any person who becomes disorderly or who fails to confine remarks to the identified subject or business at hand shall be cautioned by the Chair and given the opportunity to conclude remarks in a decorous manner and within the designated time limit. Any person failing to comply as cautioned may be barred from making any additional comments during the meeting by the Chair or asked to leave.
5. A public comment period shall be included in each regular meeting agenda to provide an opportunity for citizens to address the Commission, subject to the following guidelines:

- a. Public comment shall not pertain to items listed on the agenda.
 - b. Video presentations shall not be allowed during public comment.
 - c. Any person speaking during the public comment period shall fill out a sign-in sheet prior to the start of the meeting and state their first and last name and county of residence before addressing the Commission.
 - d. Any person wishing to speak during the public comment period shall stand, if able, to address the Commission.
 - e. Only one person shall speak at a time during the public comment period.
 - f. Public comment shall last no more than five (5) minutes per person and, in total, shall last no more than thirty (30) minutes.
 - g. Because the public comment period does not pertain to specific agenda items, it shall be the practice of the Commission to not comment on any item(s) brought forward during the public comment period.
 - h. The Commission shall not act on any item(s) brought during the public comment period.
6. Public Comment on agenda items may be allowed at the discretion of the Chair subject to the following guidelines:
- a. Public comment on an agenda item shall only pertain to that agenda item.
 - b. All public comment on an agenda item shall be addressed to the Commission.
 - c. Any member of the public wishing to address an agenda item shall fill out a sign-in sheet prior to the start of the meeting and state their first and last name and county of residence before addressing the Commission.
 - d. Any member of the public wishing to address an agenda item shall stand, if able, to address the Commission.
 - e. Only one person shall speak at a time when addressing an agenda item.
 - f. Public comment on agenda items shall be limited to no more than three (3) minutes per person and, in total, shall last no more than thirty (30) minutes.
 - g. If an individual's comments are the same as someone who has already commented, it is asked that the individual state such and not make repetitive comments.
 - h. If a member of the public wishes the Commission to consider written comments or documents, they must be submitted at least 24 hours in advance of the meeting.
 - i. The Chair reserves the right to cease public comment or allow extra time.
 - j. Once public comment is concluded, the Commission shall discuss the agenda item. During this time, there shall be no public comment. However, the Commission may ask questions to members of the public who commented. If a question is asked, that member of the public, and only that member of the public, shall stand, if able, to answer the question.
7. Items shall be placed on the agenda in the following manner:
- a. A member of the McPherson County Board of County Commissioners shall request an item be placed on the agenda
 - b. The McPherson County Auditor shall request an item be placed on the agenda
 - c. More than 24 hours before every McPherson County Board of County Commissioners meeting, the Chair shall approve or deny any request of an item to be placed on the agenda.

*If a member of the public wishes to have an item added to the agenda, they shall contact a member of the McPherson Board of County Commissioners to make such request.

BE IT FURTHER RESOLVED, this resolution shall take effect immediately upon its adoption and remain in force until amended or repealed.

Adopted this 7th day of January, 2025.

ATTEST:

Lindley Howard

McPherson County Auditor

Mark Opp

McPherson County Commission Chair

Neuharth moved for the adoption of Resolution Number 25-1, Feickert seconded the foregoing motion. Upon roll call vote, thereon, all voted in favor. Motion carried and Resolution Number 25-1 was declared duly adopted.

RESOLUTION 25-2

“RESOLUTION IMPOSING SPEED LIMITS AND WEIGHT PER AXLE LIMITS”

WHEREAS, the County of McPherson, South Dakota, is responsible for the maintenance of certain highways under its jurisdiction, and

WHEREAS, it appears said highways, by reason of deterioration, rain, snow or other climatic conditions will be seriously damaged or destroyed unless the use of vehicles thereon is prohibited or restriction as to the weight of vehicles are imposed

NOW THEREFORE, BE IT RESOLVED: Pursuant to SDCL 32-14-6 and any laws amendatory, thereto, that the load limits on all McPherson County oil roads be posted at 6 ton per axle. McPherson County oil roads will be posted at 40 mph for trucks.

BE IT FURTHER RESOLVED: That there shall be erected and maintained signs designating the provision of this resolution as provided by state law, and that this resolution shall not be effective until or unless such signs are erected and maintained.

BE IT FURTHER RESOLVED: That the County of McPherson shall request the South Dakota Highway Patrol to enter the County of McPherson to ensure compliance with State Laws pertaining to vehicle weight and with the weight laws established by this resolution.

BE IT FURTHER RESOLVED: That the speed limit for trucks on all county oil roads within McPherson County, South Dakota, shall be 40 MPH. McPherson County requests South Dakota Highway Patrol to enter the County of McPherson to enforce the speed limit of 40 MPH for trucks on all McPherson County oil roads.

BE IT FURTHER RESOLVED: That the effective dates of the provisions of this resolution shall start the same time that the State of South Dakota starts their restrictions or when county conditions warrant and shall end 1 week after the State lifts their limits or when county conditions warrant.

Dated this 7th day of January, 2025 at Leola, SD

ATTEST:

Lindley Howard

McPherson County Auditor

Mark Opp

McPherson County Commission Chair

Neuharth moved for the adoption of Resolution Number 25-2, Mardian seconded the foregoing motion. Upon roll call vote, thereon, all voted in favor. Motion carried and Resolution Number 25-2 was declared duly adopted.

RESOLUTION 25-3

“ESTABLISHING FEES FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) PUBLIC INFORMATION ACCESS AND PRICING SCHEDULE FOR DIRECTOR OF EQUALIZATION’S OFFICE”

WHEREAS, requests for computer generated copies of public information in the McPherson County Director of Equalization office has prompted the need for establishing office policy and fees;

WHEREAS, there is an inherent cost not only to generate records but to maintain records;

WHEREAS, the Board of County Commissioners have hereby elected to establish said GIS fees by resolution to be reviewed annually in January of each calendar year;

NOW THEREFORE BE IT BE RESOLVED that the following fee schedule be established:

Product	Date Developed	Source	Format	Unit Size	Total Price
Tax Parcels with Parcel ID (Rural & City)	Ongoing	McPherson County	Shapefile or Geodatabase	Approx. 8,500	\$2,500
Rural Only	Ongoing	McPherson County	Shapefile or Geodatabase	Approx. 6,900	\$2,000
Eureka Only	Ongoing	McPherson County	Shapefile or Geodatabase	Approx. 900	\$300
Leola Only	Ongoing	McPherson County	Shapefile or Geodatabase	Approx. 500	\$150
Other Towns (Long Lake, Wetonka, Hillsview)	Ongoing	McPherson County	Shapefile or Geodatabase	Approx. 235	\$100
Excel File with ownership, address, legal					\$2,500

BE IT FURTHER RESOLVED, that a request for computer-generated public records form must be filed & approved, a completed product license agreement must be filed and full payment must be received before release of records. McPherson County reserves the right to share data with other governmental/public entities.

Dated this 7th day of January, 2025 at Leola, SD

ATTEST:

Lindley Howard
McPherson County Auditor

Mark Opp
McPherson County Commission Chair

Feickert moved for the adoption of Resolution Number 25-3, Mardian seconded the foregoing motion. Upon roll call vote, thereon, all voted in favor. Motion carried and Resolution Number 25-3 was declared duly adopted.

RESOLUTION NUMBER 25-4
“ESTABLISHING PLANNING AND ZONING PERMIT APPLICATION FEES”

WHEREAS, the Planning and Zoning Ordinance #2024-1 for McPherson County requires that McPherson County shall establish the fees for each of the planning and zoning permits provided for within said Ordinance; and

WHEREAS, there is an inherent cost for the publication of said notice(s) for each permit application that is correlated directly related to each respective application; and

WHEREAS, there is an inherent cost of notification by certified letter to all adjacent or affected neighboring landowners; and

WHEREAS, the Board of County Commissioners have hereby elected to establish said fees for all planning and zoning permits by resolution to be reviewed annually in January of each calendar year;

NOW THEREFORE BE IT BE RESOLVED that the following fee schedule be established:

Building Permit (based on cost of construction)

\$25 for projects costing \$0 - \$999,999

\$100/million of cost for projects costing 1,000,000+

Rezone Fee - \$100

Variance Permit - \$100

Conditional Use - \$250

Drainage Permit - \$250

5-Mile Manure Variance (from within county) - \$250/day plus \$500 haul road inspection/office fee and a \$1000 bond

5-Mile Manure Variance (from out of county) - \$50/load: 0-30 loads per month, \$100/load for 31+ loads per month plus a \$500 haul road inspection/office fee and a \$1000 bond.

The commission reserves the right to increase this fee on a case-by-case basis for any 5 - Mile Manure (from out of county) permit.

Hazardous Material Pipeline Permit Application Fee: \$15,000 base fee plus for any pipeline qualifying for any federal tax credit and/or subsidy, one percent (1%) annually of the tax credit and/or subsidy amount.

County Road and Right of Way Renewal Fee: \$250 per drivable surface crossed plus any additional costs incurred by the county, that shall be paid annually by the Pipeline Owner on the anniversary of the In-Service date of the Hazardous Material Pipeline.

Screening Fence Inspection fee to be paid by the Pipeline Owner: \$1000 per substation or related above-ground pipeline structure or facility plus any additional costs incurred by the county.

Annual Facility Inspection Fee: \$250 per substation or related above-ground pipeline structure or facility, plus any additional costs incurred by the county, that shall be paid

annually by the Pipeline Owner on the anniversary of the In-Service date of the Hazardous Material Pipeline

BE IT FURTHER RESOLVED THAT the permit applicant must pay the permit fee prior to the application being reviewed by the Zoning Board and/or Drainage Commission; and

BE IT FURTHER RESOLVED THAT in addition to the permit fee the applicant will be billed for all publication and certified mailing costs that are directly associated with the permit and no permit shall be issued until such costs are reimbursed to McPherson County; and

BE IT FURTHER RESOLVED THAT If an applicant initiates a project prior to obtaining necessary permits the cost of the permit fee the applicant will be charged in accordance with Section 1.02.03 of Ordinance 2024-1

Dated this 7th day of January 2025 at Leola, South Dakota.

ATTEST:

Lindley Howard
McPherson County Auditor

Mark Opp
McPherson County Commission Chair

Feickert moved for the adoption of Resolution Number 25-4, Woehlhoff seconded the foregoing motion. Upon roll call vote, thereon, all voted in favor. Motion carried and Resolution Number 25-4 was declared duly adopted.

RESOLUTION NUMBER 25-5
“ESTABLISHING PLANNING AND ZONING MEETING DATES AND FEES”

WHEREAS, SDCL 11-2-3.1 requires that McPherson County Planning and Zoning commission meet no less than once every three months;

WHEREAS, a predetermined schedule is necessary to efficiently conduct Planning and Zoning business and will offer permit applicants and the public the opportunity to better plan for these meetings;

WHEREAS, there is an inherent cost of holding planning and zoning meetings as SDCL 11-2-3.2 requires that per diem and expenses of the county planning commission shall be paid by the county;

WHEREAS, the cost of each planning and zoning meeting in 2025 is \$600 per meeting;

NOW THEREFORE BE IT BE RESOLVED that the Planning and Zoning Board will meet on the third Tuesday of the months of January, April, July, and October. The Planning and Zoning Board reserves the right to call additional meetings to conduct planning and zoning business. However, should a permit applicant request a special meeting of the planning and zoning board, for the purpose of securing their permit at an earlier date, the permit applicant shall be responsible for the meeting costs. The meeting costs shall be reevaluated in January of each year.

Dated this 7th day of January 2025 at Leola, South Dakota.

ATTEST:

Lindley Howard

McPherson County Auditor

Mark Opp

McPherson County Commission Chair

Neuharth moved for the adoption of Resolution Number 25-5, Mardian seconded the foregoing motion. Upon roll call vote, thereon, all voted in favor. Motion carried and Resolution Number 25-5 was declared duly adopted.

**RESOLUTION 25-6
“ESTABLISHING ELECTION FEES”**

WHEREAS, SDCL 12-15-11 states that each precinct superintendent and precinct deputy shall receive a fee to be established annually by resolution of the board of county commissioners at its first regular meeting each year

NOW THEREFORE BE IT RESOLVED that the following rates will be paid to election workers:

Precinct Superintendents and Deputies – Election Day	\$20/hour
Attendance at Election School	\$30/person
Absentee Board	\$20/hour
Resolution Board	\$20/hour
Post-Election Audit Board	\$25/hour

Reimbursement at state rate will be paid for applicable mileage and meals (if meals are not provided).

Polling places shall be paid \$50 or actual rental costs for use of non-county owned facilities on election day. Polling places for elections will be:

- McPherson County Courthouse for Precinct 1 and Precinct 2
- Eureka Fire Hall for Precinct 3 and Precinct 4

Dated this 7th day of January, 2025.

ATTEST:

Lindley Howard

McPherson County Auditor

Mark Opp

McPherson County Commission Chair

Feickert moved for the adoption of Resolution Number 25-6, Woehlhaff seconded the foregoing motion. Upon roll call vote, thereon, all voted in favor. Motion carried and Resolution Number 25-6 was declared duly adopted.

OTHER MATTERS DISCUSSED AND ACTION TAKEN:

Emergency Management

Feickert moved and Neuharth seconded to perform the annual reviews for the Emergency Operations Plan, McPherson County's Hazardous Materials Emergency Response Plan and the McPherson Co. Pre-Disaster Mitigation Plan; and to authorize the Chair to sign the review forms. All voted in favor. Motion carried.

Sheriff Department

Neuharth moved and Feickert seconded to authorize the \$25,000 payment for the 2025 Brown County Jail Contract. All voted in favor. Motion carried.

Neuharth moved and Woehlhaff seconded to purchase a 2025 Ford F150 Responder Pursuit Rated Super Crew 4x4 as per state bid contract #17619 for a total price of \$50,860 from Lamb Motors. All voted in favor. Motion carried.

Discussion was held on the additional outfitting costs for the new pickup. The 2025 budget includes an allocation of \$75,000 for a new vehicle. Sheriff Ackerman estimates staying under that budgeted amount.

Director of Equalization/Zoning

Discussion was held on Resolutions 25-3, 25-4, 25-5. The building permit form is in the process of being updated to include all information required by Ordinance 2024-1.

Veterans Service Officer

The 2024 year-end report was reviewed. Mardian moved and Woehlhaff seconded to approve the costs associated with the metal silhouette sign to be placed outside of the Eureka Office. All voted in favor. Motion carried.

It was requested that the sign that used to hang outside of the office at 207 J Ave be reinstalled at the Eureka Office at 613 7th Street, Eureka. The board will seek approval from the City of Eureka.

Auditor's Office

Estimates will be sought for various equipment to facilitate the video recording of County Commission meetings to be posted online.

Neuharth moved and Feickert seconded to approve the McPherson County Public Records Request policy and fee structure with the addition of a flat fee of \$500 for the tax bill list. All voted in favor. Motion carried.

Mardian moved and Woehlhaff seconded to approve the presented 2025 McPherson County Benefits sheet. All voted in favor. Motion carried. Employees not eligible for county group insurance or employees that have their own health insurance are reimbursed \$600/month, for employees working 35 hours or more per week; or \$300/month, for employees working 34-20 hours per week. Proof of coverage is required.

Highway Department

Equipment purchase plans for 2025/2026 were discussed. Allocating cash and budget authority for future motor grader purchase is necessary. Spitzer will inquire about the cost of refurbished graders with warranty. Used graders with low hours and warranty are very rare. Warranty is not available for any motor grader with over 10,000 hours on it.

Neuharth moved and Woehlhaff seconded to approve following: McPherson County Highway annual overwidth permits are \$100, state rules apply, State annual overwidth permits will be honored and no additional county permit is needed. McPherson County Highway overweight permit fees are \$100/load with a max of 12 loads. All voted in favor. Motion carried.

The board performed a review of Ordinance 16-1 McPherson County Highway Utility Crossing Ordinance, Appendix C Utility Permit Fee Schedule (last updated by the commission on 1/3/2023). No changes were made.

A letter reminding all property owners that fences are to be outside of the county right of way was included in the tax bills to be mailed this month.

2025 Employee Raises

Neuharth moved and Mardian seconded to adopt a flat rate raise. All voted in favor. Motion carried. Raises are included in the 2025 salaries of officers and employees amounts.

Executive Session

Feickert moved and Neuharth seconded to enter executive session at 1:40PM to discuss personnel matters. All voted in favor. Motion carried. Neuharth moved and Feickert seconded exit executive session at 2:10PM. All voted in favor. Motion carried. As a result of executive session Feickert moved and Neuharth seconded to require all employees working 20 hours or less a week to turn in a work log, with a work description, to be approved at the February commission meeting and each month after that. All voted in favor. Motion carried.

Meeting Authorizations

Feickert moved and Mardian seconded to approve the following meeting authorizations: Motion to approve the following Meeting Authorizations: Jackie Rau to attend all required SDSU Extension/4H meetings for the year 2025; Nathan Hoffman and Curtis Hoff to attend the Weed Board Conference in February. All voted in favor. Motion carried.

Miscellaneous Items and Reports

Feickert moved and Neuharth seconded to approve the following reports: VSO Hours December 2024, Register of Deeds statement of fees collected during the month of December 2024 for the amount of \$4,336.75, Register of Deed's Modernization and Preservation fees collected during month of December 2024 for the amount of \$265.00, Auditor's Account with the County Treasurer as of December 31st, 2024 as follows: total amount of deposits in Leola Bank, \$114,171.55; total amount of actual cash, \$788.00; total amount of checks and drafts in treasurer's possession not exceeding three days, \$3,667.81; CD's, \$1,190,552.03; Super savings, \$1,385,851.55; total, \$2,695,030.94.

At 2:20PM Mardian moved and Woehlhaff seconded to adjourn the meeting. All voted in favor. Motion carried. The next regular meeting will be held on February 4th, 2025, beginning at 10:00AM.

ATTEST:

Lindley Howard

McPherson County Auditor

Mark Opp

Chairman of Board of Commissioners