

FALL RIVER COUNTY UNAPPROVED MINUTES OF AUGUST 31, 2021

The Fall River Board of County Commissioners met in regular special on August 31, 2021. Present: Joe Allen, Les Cope, Joe Falkenburg, Heath Greenough, Deb Russell and Sue Ganje, Auditor.

The Pledge of Allegiance was given, and the meeting called to order at 9:00 a.m.

The agenda was reviewed for conflicts; none were noted. ALL MOTIONS RECORDED IN THESE MINUTES WERE PASSED BY UNANIMOUS VOTE, UNLESS OTHERWISE STATED. The full context of the meeting can be found on the county website under Commissioners at <http://fallriver.sdcountries.org>, or, under Fall River County Commission, SD at <http://www.YouTube.com>.

Motion made by Allen, seconded by Russell, to approve the agenda as written.

Motion made by Greenough, seconded by Allen, to approve the following resolution:

Resolution #2021-47

Whereas, the Fall River County Board of Commissioners have designated August 31st through September 7th, 2021, as a week to honor Ray Palmer, Weed and Pest Department employee, who passed away on August 27th, 2021. The Commission requests that in his honor, the American flag at the courthouse be lowered to half-staff; and

Whereas, Ray Palmer began his employment with Fall River County on May 13, 2013. He was very conscientious of the work he performed as he sprayed weeds throughout the county. Ray was always willing to visit with landowners to work with their situations and was very popular among all. He was a volunteer with numerous community activities, including VA services, traffic control for various events and so much more. He represented Fall River County Weed and Pest Department at booths including Spring Fling and the Fair;

Whereas, the Fall River County Board of Commissioners give thanks to the service Ray Palmer rendered unto Fall River County; and

Now, therefore, be it resolved that the Fall River Board of County Commissioners calls upon all citizens of Fall River County to observe the week of August 31st through September 7th, 2021, in recognition of the service of Ray Palmer, who by his devotion to duties, had rendered invaluable service to the County, and we further call upon the citizens of Fall River County to pay respect and offer their deepest sympathy to the family and friends of Ray.

Dated this 31st day of August, 2021.

/s/Nina Steinmetz, Fall River County
Weed and Pest Supervisor

/s/Joe Falkenburg, Chairman
Fall River County Commission

ATTEST:
/s/Sue Ganje, Auditor
Fall River County

State's Attorney Lance Russell met with the board for the first reading of Ordinance #2021-01, an Ordinance adding Chapter 14 to the revised ordinances of Fall River County creating licensing provisions for cannabis establishments. The board reviewed the proposed ordinance.

Motion made by Greenough, seconded by Allen, to approve setting 1,000 feet for XX.07: Locations, (a) Cannabis Dispensary, 1 (i,ii,iii,iv,v and vi); and to set \$500.00, and up to 30 days in jail for violations for XX.16: Penalties.

Motion made by Russell, seconded by Greenough, to approve adding Chapter 14 and Title 1 in Fall River County for Ordinance 2021-01.

Discussion was held on the License Application fee of \$5,000.00 fee, with SA Russell advising that the fee could be higher by changing the ordinance.

Motion made by Russell, seconded by Allen, to approve the first reading of Ordinance 2021-01, an Ordinance, adding Chapter 14 to the revised ordinances of Fall River County creating licensing provisions for cannabis establishments.

Discussion was held on adding the Vice-Chair to XX.12. Suspension and Revocation process, (b).

Motion made by Russell, seconded by Allen, to rescind the motion for the first reading of Ordinance 2021-01, an Ordinance adding Chapter 14 to the revised ordinances of Fall River County creating licensing provisions for cannabis establishments.

Motion made by Russell, seconded by Allen to include adding the vice-chair to XX.12. Suspension and Revocation Process.

Motion made by Russell, seconded by Allen, Ordinance #2021-01, an Ordinance adding Chapter 14 to the revised ordinances of Fall River County creating licensing provisions for cannabis establishments.

Public comment was heard from Randy 'Uriah' Luallin about being uncomfortable with the fact that Ordinance 2021 – 01 may be rushed and advised the commission to proceed with caution. Luallin asked for a committee of local residents to work on this ordinance. Additional comments were heard from Butch Romey in support of the ordinance and questioned how to apply for licenses; the board advised him to attend the second reading, when that issue could be addressed.

Motion made by Cope, seconded by Russell, to approve the bills as follows:

GENERAL FUND

AMERICAN FAMILY ASSURANCE	AMERICAN FAMILY ASSURANCE	\$510.42
BRUMBAUGH & QUANDAH, P.C.	GARNISHMENT	\$36.36
BOSTON MUTUAL LIFE INS CO	LIFE INSURANCE	\$32.76
CREDIT COLLECTION BUREAU	COLLECTIONS	\$194.71
DELTA DENTAL PLAN OF SD	DELTA DENTAL	\$2,274.4
EFTPS	EFTPS PAYROLL TAXES	\$44,459.41
HEAVY HIGHWAY FRINGE	INSURANCE FEES	\$585.00
IOWA LABORERS DISTRICT	HEALTH INSURANCE	\$19,885.00
LIUNA LABORERS LOCAL 620	UNION DUES	\$325.00
MESSERLI & KRAMER	GARNISHMENT	\$610.39
NATIONWIDE RETIREMENT SOL	NATIONWIDE RETIREMENT	\$500.00
NEW YORK LIFE INSURANCE	NEW YORK LIFE INSURANCE	\$65.00
NORTON, TINA	CONTRACT NURSE INMATE	\$1,250.00
CHILD SUPPORT PAYMENT CNT	CHILD SUPPORT	\$655.00
RELIANCE STANDARD LIFE	VISION PLAN	\$212.70
SDACC	2021 COUNTY CONVENTION	\$1,160.00
SD RETIREMENT SYSTEM	SDRS CONTRIBUTION	\$20,886.96
UNITED WAY BLACK HILLS	UNITED WAY DONATION	\$60.00
COMMISSIONERS	AUGUST SALARIES	\$4,100.00
AUDITOR'S OFFICE	AUGUST SALARIES	\$20,260.57
AUDITOR'S OFFICE	OVERTIME	\$22.49
TREASURER'S OFFICE	AUGUST SALARIES	\$16,284.17
TREASURER'S OFFICE	OVERTIME	\$219.37
STATE'S ATTORNEY'S OFFICE	AUGUST SALARIES	\$14,100.59
STATE'S ATTORNEY'S OFFICE	OVERTIME	\$633.01
MAINTENANCE	AUGUST SALARIES	\$9,576.88
MAINTENANCE	OVERTIME	\$18.00
ASSESSOR'S OFFICE	AUGUST SALARIES	\$21,475.97
ASSESSOR'S OFFICE	OVERTIME	\$48.00
REGISTER OF DEEDS OFFICE	AUGUST SALARIES	\$11,531.06
REGISTER OF DEEDS OFFICE	OVERTIME	\$28.53
VETERAN'S SERVICE OFFICE	AUGUST SALARIES	\$4,013.36
GIS OFFICE	AUGUST SALARIES	\$3,960.15
SHERIFF	AUGUST SALARIES	\$33,259.78
SHERIFF	OVERTIME	\$5,571.57
JAIL	AUGUST SALARIES	\$25,093.51
JAIL	OVERTIME	\$3,934.11
CORONER	AUGUST SALARIES	\$750.00
NURSE'S OFFICE	AUGUST SALARIES	\$4,220.53
EXTENSION OFFICE	AUGUST SALARIES	\$2,788.00
EXTENSION OFFICE	OVERTIME	\$282.00
WEED AND PEST OFFICE	AUGUST SALARIES	\$6,689.43
WEED AND PEST OFFICE	OVERTIME	\$4.13

	TOTAL FOR GENERAL FUND	\$282,568.32
COUNTY ROAD & BRIDGE		
AMERICAN FAMILY ASSURANCE	AMERICAN FAMILY ASSURANCE	\$326.28
DELTA DENTAL PLAN OF SD	DELTA DENTAL	\$404.10
EFTPS	EFTPS PAYROLL TAXES	\$11,514.63
HEAVY HIGHWAY FRINGE	INSURANCE FEES	\$135.00
IOWA LABORERS DISTRICT	HEALTH INSURANCE	\$3,940.00
LIUNA LABORERS LOCAL 620	UNION DUES	\$150.00
NEBRASKA CHILD SUPPORT	CHILD SUPPORT	\$600.00
RELIANCE STANDARD LIFE	VISION PLAN	\$18.99
SDACC	2021 COUNTY CONVENTION	\$185.00
SD RETIREMENT SYSTEM	SDRS CONTRIBUTION	\$5,576.36
HIGHWAY DEPARTMENT	AUGUST SALARIES	\$38,135.16
HIGHWAY DEPARTMENT	OVERTIME	\$8,956.46
	TOTAL COUNTY ROAD & BRIDGE	\$69,941.98
911 SURCHARGE REIMBURSEMENT		
AMERICAN FAMILY ASSURANCE	AMERICAN FAMILY ASSURANCE	\$67.21
CREDIT COLLECTION BUREAU	COLLECTIONS	\$302.86
DELTA DENTAL PLAN OF SD	DELTA DENTAL	\$454.70
EFTPS	EFTPS PAYROLL TAXES	\$4,925.71
HEAVY HIGHWAY FRINGE	INSURANCE FEES	\$105.00
IOWA LABORERS DISTRICT	HEALTH INSURANCE	\$3,085.50
LIUNA LABORERS LOCAL 620	UNION DUES	\$75.00
RELIANCE STANDARD LIFE	VISION PLAN	\$6.33
SD RETIREMENT SYSTEM	SDRS CONTRIBUTION	\$2,623.56
DISPATCH	AUGUST SALARIES	\$20,259.49
DISPATCH	OVERTIME	\$1,603.33
	TOTAL FOR 911 SURCHARGE REIMBURSEMENT	\$33,508.69
EMERGENCY MANAGEMENT		
EFTPS	EFTPS PAYROLL TAXES	\$1,522.75
SD RETIREMENT SYSTEM	SDRS CONTRIBUTION	\$616.82
FR EMERGENCY MANAGEMENT OFFICE	AUGUST SALARIES	\$5,140.22
	TOTAL FOR EMERGENCY MANAGEMENT	\$7,279.79
24/7 SOBRIETY FUND		
EFTPS	EFTPS PAYROLL TAXES	\$197.42
24/7 OFFICE	AUGUST SALARIES	\$1,290.25
	TOTAL 24/7 SOBRIETY FUND	\$1,487.67
	TOTAL PAID BETWEEN 8/20/21 AND 8/31/21	\$394,786.50

Motion made by Russell, seconded by Greenough, to enter executive session, as per SDCL 1-25-2 (4) for negotiations at 9:36 a.m.

The Board came out of executive session at 10:05 a.m.

Motion made by Greenough, seconded by Russell, to adjourn at 10:05 a.m.

/s/Joe Falkenburg
Joe Falkenburg, Chairman
Board of Fall River County Commissioners

ATTEST:

/s/ Sue Ganje

Sue Ganje, Fall River County Auditor

FALL RIVER COUNTY UNAPPROVED MINUTES OF SEPTEMBER 2, 2021

The Fall River Board of County Commissioners met in regular session on September 2, 2021. Present: Joe Allen, Les Cope, Joe Falkenburg, Heath Greenough, Deb Russell and Sue Ganje, Auditor.

The Pledge of Allegiance was given, and the meeting called to order at 9:00 a.m.

The agenda was reviewed for conflicts; none were noted. ALL MOTIONS RECORDED IN THESE MINUTES WERE PASSED BY UNANIMOUS VOTE, UNLESS OTHERWISE STATED. The full context of the meeting can be found on the county website under Commissioners at <http://fallriver.sdcounties.org>, or, under Fall River County Commission, SD at <http://www.YouTube.com>.

Motion made by Russell, seconded by Allen, to approve the agenda with the following: table the August 19, 2021 minutes and the Wynia petition to vacate a portion of section line until the next meeting, and to add an executive session as per SDCL 1-25-2 (4) for negotiations at 1:00 p.m.

Motion made by Russell, seconded by Allen, to approve Black Hills Power – Request for Discretionary reduction for pay '22 in the amount of \$212,707.00 for the Edgemont City Sub-Station #112.

Motion made by Cope, seconded by Russell, to set a hearing for an off-sale liquor license for Angostura Den Inc, on September 16, 2021 at 9:30 a.m.

Motion made by Cope, seconded by Allen, to approve an amendment to the health care facility for jail – Monument Health as facility, with Dr. Avery Sides providing supervision of care for inmates, and supervision of Tina Norton, Inmate Contract Nurse; Fall River Health Care Clinic as secondary.

Motion made by Greenough, seconded by Allen, to approve the Tax Deeds and authorize the chairman to sign.

The board recognized Dan Cullen for having been named the 2021 SD Department of Veterans Affairs “Outstanding Veterans Service Officer of the Year”. Cullen was acknowledged for his success in winning appeals for veterans, his advocacy for veterans, and his ability to build relationships with partners within the veteran network and willingness to mentor new members of the team. Cullen spoke of the rewards that the position has brought him during his service for the county, the state and the veterans.

Cullen advised the board that FEMA is helping with burial assistance for any individuals that passed away from COVID-19. This assistance can be retroactive back to May of 2020, and information is posted on the county website.

Motion made by Greenough, seconded by Cope, to deny CP 2021 – 04, as the applicant is above the income limit.

Bob Evans, Sheriff, met with the board and reported that there are 11 males and 2 females in the Fall River County Jail, with 1 male in the Pennington County Jail, for a total of 14 inmates.

Motion made by Allen, seconded by Russell, to approve the Sheriff entering into the Memorandum of Understanding between Fall River County Sheriff's Office and the Pennington County Sheriff's Office. This agreement is in regard to Detox Services at Care Campus.

Motion made by Greenough, seconded by Russell, to approve the Alco-Sensor, FST, Intoximeter quote, in the amount of \$325.00.

Motion made by Greenough, seconded by Allen, to approve the Lakota Contracting, Inc. Quote for three new vests for Deputies Allen, Logue and Norton, in the amount of \$705.78 per vest, for a total of \$2,117.34.

Evans updated the board about the new vehicle that was ordered in February. It is still not available, due to issues at the dealership. Soon it will be time to order a new vehicle for 2022; the auditor confirmed that if the vehicle is not available until 2022, a supplement can then be made.

Frank Maynard, Emergency Management, met with the board. Motion made by Greenough, seconded by Allen, to approve the 2022 Local Emergency Management Performance Grant, authorize the chairman to sign.

Maynard updated the board that applications have been completed for the annual Safety Benefits awards; the conference will be in Pierre on November 3 and 4, 2021 at the Ramkota Inn. Discussion was also held on preparation for the Fall River County Annual Exercise, the county receiving a check for \$16,849.35 for the 3rd quarter of the L.E.M.P.G., and \$570.00 for a tablet. Maynard reported on fires and incidents.

Brett Sebastian, SD State Director of GoRail, a freight rail advocacy organization, met with the board to request their opposition of the INVEST in America Act. Sebastian spoke of portions of the proposed infrastructure legislation, with focus on one of the main issues – decreasing the transport of items by rail and pipeline, and more by trucks. This would greatly impact Fall River County's roads and increase safety hazards. Sebastian will keep the board updated and will send a draft letter opposing the legislation for the board to consider at their next meeting to send to the congressional delegation.

A follow-up hearing for the distribution of PILT monies in 2022 was held. Amy Ferley and Shane Miller of the Edgemont School were present, noting a change to the state funding formula, the board also reviewed a letter from the Oelrichs Fire Department. Four funding scenarios, as asked by the board, were presented by the auditor. Motion made by Russell, seconded by Falkenburg, to approve scenario #2, and allow 10% of the total amount of PILT monies received to be apportioned to the schools, apportioned to them by the number of federal acres in each school

district; and allow 50% of the township, ambulance and fire department's apportionment. Motion passed unanimously by roll call vote.

Randy Seiler, Highway Superintendent, met with the board. Motion made by Greenough, seconded by Cope, to table the Fall River County Highway Department Safety Manual, until it can be further reviewed by the State's Attorney.

Fuel quotes were presented as follows:

8/17/2021 Fuel Quotes	8,000 Gal #2 Diesel
Nelson's Oil & Gas	\$2.52/gallon
MG Oil	No Bid
Hi-D-Way	No Bid

Motion made by Greenough, seconded by Russell, to approve the low and only bid from Nelson's Oil and Gas for \$2.52 per gallon, for 8,000 gallons of #2 diesel, for a total amount of \$20,160.00.

Motion made by Russell, seconded by Greenough, to approve the Golden West Application for Permit to Occupy County Highway Right-of-Way from GPS location 43.277621N-103.445651W (approximate) W Southshore Rd. to GPS location 43.2774970N-103.446814W (approximate).

Discussion was held on gravel crushing. Motion made by Russell, seconded by Allen, to approve advertising for 30,000 tons of gravel at the Shep's Canyon Pit and open the bids at the October 7, 2021 meeting. Motion carried by unanimous roll call vote.

Discussion continued on the distance from Shep's Canyon Road to the gravel pit. Motion by Russell, seconded by Allen, to add that the crushing should be within five miles of Shep's Canyon Road. All voting yes, the motion carried.

Motion made by Russell, seconded by Cope, to approve setting the hearing for the 5-year road plan on October 7, 2021 at 9:30 a.m.

Motion made by Greenough, seconded by Allen, to approve two applications by Weinreis Brothers for road approach permits, 1), an approach road connection to the north side of Horse Creek Loop Road #71A to serve a business and 2), an approach road connection to the north side of Horse Creek Loop Road #71A to serve a residence.

Seiler presented quotes from Nelson's Oil and Gas Inc. and Tanner Enterprises LLC for removal and disposal of the oil furnace and installation of a new propane heater at the Ardmore shop. Motion made by Allen, seconded by Russell, to allow Hi-D-Way to remove the heater at the Ardmore Shop, in the amount of \$4,138.26.

Discussion was held on the purchase of a propane tank. Motion made by Russell, seconded by Greenough, to table the quotes from Nelson's and Hi-D-Way for the purchase of a new tank or rental of a tank for the Ardmore Shop, until further research can be done.

Motion made by Greenough, seconded by Russell, to approve hiring Jay Miles, \$17.05 per hour, effective September 7, 2021, as per union contract.

Motion made by Russell, seconded by Allen, to approve, for budget purposes, a new 2022 Motor Grader next year. With Cope and Greenough voting no, all others voting yes by roll call vote, motion carries.

Seiler advised of the upcoming retirement of Ken Martin, Admin Assistant. Motion made by Allen, seconded by Russell, to authorize advertising for a part-time person to train with Martin, and then move into full time position when training is complete.

Seiler updated the board that bids for the Chilson Bridge will be opened on October 21, 2021. The state is hoping that the bid letting for the Igloo Bridge will be done by June of 2022.

The hearing for sealed bids on a new 2023 Freightliner 114SD Tractor was held as advertised. Motion made by Russell, seconded by Cope, to approve the low and only bid from Floyd's Truck Center, Rapid City, SD, in the amount of \$114,965, contingent on review from the Highway Superintendent and the State's Attorney.

Motion made by Greenough, seconded by Allen, to approve the bills as follows:

GENERAL FUND

AMAZON CAPITAL SERVICES	SUPPLY	\$1,336.67
A-Z SHREDDING INC	SHREDDING	\$78.68
BOB BARKER COMPANY INC	SUPPLY	\$63.36
BLACK HILLS AMMUNITION	SUPPLY	\$512.48
BLACK HILLS ENERGY	UTILITY POWER ELECTRIC	\$5,942.62
BOMGAARS SUPPLY	SUPPLY	\$169.89
CAMERON, GEORGE	COURT REPORTER	\$294.00
CORRECT RX PHARMACY SERV.	INMATE PHARMACY	\$53.97
DAKOTA SUPPLY GROUP	SUPPLY	\$151.45
EXECUTIVE MGMT FINANCE	BIT NETWORK FEES	\$73.25
FALL RIVER HEALTH SERVICE	INMATE MEDICAL	\$276.50
FARRELL, FARRELL & GINSBACH	CAAF	\$4,313.04
FOUSER ENVIRONMENTAL SER.	DRUG ANALYSIS	\$320.00
FALL RIVER COUNTY HERALD	PUBLICATION	\$771.41
HANSEN, BRADLEY	PAYCHECK	\$3,807.78
HOT SPRINGS ACE HARDWARE	SUPPLY	\$242.82
CITY OF HOT SPRINGS	3RD QTR FIRE SPRINKLER	\$24.00
LYNN, JACKSON, SHULTZ	ABUSE & NEGLECT	\$19.80
MARTY'S TIRE & AUTO BODY	SERVICE	\$1,408.00

O'NEILL, JUSTIN	CAAF	\$4,063.33
QUILL CORPORATION	OFFICE SUPPLIES	\$243.65
RAMKOTA HOTEL-PIERRE	HOTEL CONFERENCE	\$154.00
SERVALL	RUG/UNIFORM SERVICE	\$429.15
SONNY'S SUPER FOODS	SUPPLY	\$79.90
VERIZON WIRELESS	CELL PHONE PLAN	\$505.31
WENDELL'S GARAGE	MAINTENANCE	\$20.00
WITNESS	EXPERT WITNESS SERVICE	\$1,500.00
	TOTAL FOR GENERAL FUND	\$26,855.06
COUNTY ROAD & BRIDGE		
A & B WELDING SUPPLY CO.	WELDING SUPPLIES/LEASE	\$71.37
ADVANCED DRUG TESTING	RANDOM EMPLOYMEE DRUG TEST	\$52.00
BLACK HILLS ENERGY	UTILITY POWER ELECTRIC	\$424.14
BOMGAARS	SUPPLY	\$201.22
BUILDER'S FIRST SOURCE	SUPPLY	\$29.97
BUTLER MACHINERY CO.	SUPPLIES/REPAIRS	\$254.58
FLOYD'S TRUCK CENTER	REPAIRS/PARTS	\$235.44
FALL RIVER AUTO SUPPLY	AUTO PARTS/REPAIRS	\$327.70
FORWARD DISTRIBUTING	SUPPLIES/PARTS	\$25.75
FALL RIVER COUNTY HERALD	PUBLICATION	\$204.72
GRIMM'S PUMP SERVICE INC	SUPPLY	\$1,667.08
SIMON MATERIALS	HAULING	\$91,000.00
HILT CONSTRUCTION, INC.	REPAIR	\$10,097.31
HOT SPRINGS ACE HARDWARE	SUPPLY	\$48.57
HOT SPRINGS AUTOMOTIVE	AUTO SUPPLY PARTS	\$878.87
RICOH USA INC	CONTRACT SERVICE	\$75.00
MG OIL	INVENTORY/SUPPLY	\$802.45
NELSONS OIL & GAS INC.	UTILITIES	\$18,900.00
RDO EQUIPMENT CO	SUPPLY	\$1,684.86
SAFETY-KLEEN SYSTEMS, INC	SUPPLIES	\$700.72
SEILER, RANDY	CELLPHONE REIMBURSEMENT	\$75.00
TEAM LABORATORY CHEMICAL	BASE ONE	\$56,925.00
	TOTAL COUNTY ROAD & BRIDGE	\$184,681.75
911 SURCHARGE REIMBURSEMENT		
TRITECH SOFTWARE SYSTEMS	ANNUAL MAINTENANCE FEE	\$2,149.88
VERIZON WIRELESS	CELL PHONE PLAN	\$42.04
	TOTAL FOR 911 SURCHARGE REIMBURSEMENT	\$2,191.92
EMERGENCY MANAGEMENT		
JENSEN, ED	SPOTTER	\$60.00
VERIZON WIRELESS	CELL PHONE PLAN	\$84.08
	TOTAL FOR EMERGENCY MANAGEMENT	\$144.08
24/7 SOBRIETY FUND		
BASTIAN, TRACY	PILOT	\$100.00

TOTAL 24/7 SOBRIETY FUND	\$100.00
TOTAL PAID BETWEEN 9/1/21 AND 9/2/21	\$213,972.80

Break was taken at 10:10 a.m. and the meeting reconvened at 10:20 a.m.

Public comment was heard from Jim Angell, who expressed appreciation for the newly installed 911 signs. Susie Hayes, Director of Equalization, noted 183 applications received for the Agriculture Soil Adjustment and the November 1, 2021 deadline for the Agriculture Status application. Hayes also noted that the new soil table may be out by next June or July. Additional comments were heard from Susan Henderson about the Ag soil adjustments and the Igloo Bridge. Cindy Brunson spoke of the Vivo's project expanding in Igloo, with approximately 200 bunkers leased and children getting into the school system. M. Diane Newham presented pictures of the Igloo road and the 2 bridges, with questions on the weight limit on the bridges and liability. Newham also asked for contact information if the road and bridge become impassable. Seiler presented a recap of the Highway Department cash balance, revenues and budget, and an example of costs of a purchase of a new motor grader with a repurchase agreement after 7 years.

John McBride, Andersen Engineers, met with the board. Motion made by Russell, seconded by Allen, to approve the following resolution:

FALL RIVER COUNTY RESOLUTION #2021-48

A Plat of Twin Rock Bend Tract 2, Twin Rock Bend Tract 3, and Leftover Tract 1 Revised, located in the NW1/4 of Section 15, T8S, R6E, BHM, Fall River County, South Dakota

Formerly Leftover Tract 1

WHEREAS, there has been presented to the County Commissioners of Fall River County, South Dakota, the within plat of the above described lands, and it appearing to this Board that the system of streets conforms to the system of streets of existing plats and section lines of the county; adequate provision is made for access to adjacent unplatted lands by public dedication or section line when physically accessible; all provisions of the county subdivision regulations have been complied with; all taxes and special assessments upon the property have been fully paid; and the plat and survey have been lawfully executed; now and therefore,

BE IT RESOLVED that said plat is hereby approved in all respects.

Dated this 2nd day of September, 2021.

ATTEST:

/s/Sue Ganje

Fall River County Auditor

/s/Joe Falkenburg, Chairman

Fall River County Board of Commissioners

Cindy Brunson met with the board to give a brief history of the Igloo area and tax deed sale in 1996; the poor condition of the road and bridge entering the Igloo area and an alternate

route that was proposed in 2014. Brunson requested repairs on the bridge approaches and the road until implementation of an alternate route.

Commissioner Cope updated the board on the first Agriculture Land Value Committee and provided minutes from the meeting. Non-Ag taxes were also discussed, along with loss of local control. Cope hopes to have a letter or resolution drafted to send to Governor Noem by the September 16, 2021 commissioner meeting.

Dave Weishaupl, Building Supervisor, met with the board. Motion made by Allen, seconded by Greenough, to approve the Time Equipment Rental & Sales, Inc. purchase order, for a snowplow mount on GM 1500, for a total of \$5,711.95.

Sue Ganje, Auditor, met with the board for the 2022 Provisional Budget hearing. Greenough questioned State's Attorney Russell on Court Attorney costs; Bob Nelson, Mayor of the City of Hot Springs presented the Library's COVID-19 costs and reimbursements and a brief discussion was held on the County airplane.

Motion made by Russell, seconded by Greenough, to enter executive session, as per SDCL 1-25-2 (1) for personnel purposes, as per SDCL 1-25-2 (3) for legal purposes and as per SDCL 1-25-2 (4) for negotiations at 11:16 a.m.

The board recessed for lunch.

The board reconvened at 1:00 p.m.

Motion made by Russell, seconded by Greenough, to enter into executive session as per SDCL 1-25-2 (1) for personnel purposes and as per SDCL 1-25-2 (4) for negotiations at 1:01 p.m.

The board came out of executive session at 2:28 p.m.

Motion made by Cope, seconded by Allen, to adjourn at 2:29 p.m.

/s/Joe Falkenburg
Joe Falkenburg, Chairman
Board of Fall River County Commissioners

ATTEST:

/s/ Sue Ganje
Sue Ganje, Fall River County Auditor

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

TO THE HONORABLE BOARD OF FALL RIVER COUNTY COMMISSIONERS:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of this County on this 30th day of September 2021.

Total Amount of Deposit in First Interstate Bank, HS:	\$	2,201,721.41
Total Amount of Deposit in First National Bank, Lead:	\$	1,000.00
Total Amount of Cash:	\$	902.73
Total Amount of Treasurer's Change Fund:	\$	900.00
Total Amount of Checks in Treasurer's Possession Not Exceeding Three Days:	\$	39,586.95
SAVINGS:		
First Interstate Bank, HS:	\$	1,125,142.11
First National Bank of Lead: ICS Acct	\$	1,046,363.68
CERTIFICATES OF DEPOSIT:		
First Interstate, HS:	\$	788,864.24
Black Hills Federal Credit Union, HS:	\$	250,000.00
Bank of the West, HS:	\$	543,287.71
Schwab Treasury:	\$	275,364.22
First National Bank, Lead:	\$	309,081.91
Black Hills Community, Rapid City:	\$	805,786.21
Liberty National, Sioux Falls:	\$	4,023,703.80

Itemized list of all items, checks and drafts that have been in the Treasurer's possession over three days:

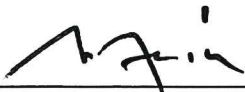
Register of Deeds Change Fund:	\$	500.00
Highway Petty Cash:	\$	20.00
Election Petty Cash:	\$	15.00

RETURNED CHECKS:

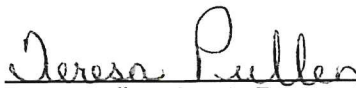
Brun, Cyril	9/2/2020	\$	806.60
Caveye, Russell	10/26/2020	\$	64.77

TOTAL \$ 11,413,111.34

Dated This 30th Day of September 2021.



Sue Ganje, County Auditor of Fall River County



Teresa Pullen, County Treasurer of Fall River County

County Monies	\$	10,402,615.78
Held for other Entities	\$	800,554.08
Held in Trust	\$	209,941.48
TOTAL	\$	11,413,111.34

The Above Balance Reflects County Monies, Monies Held in Trust, and Monies Collected for and to be remitted to Other ENTITIES: SCHOOLS, TOWNS, AND STATE.

Proclamation

Whereas, Fall River Board of County Commissioners have designated October 7, 2021, as a day to honor Donna Behrens, Fall River County Coroner;

Whereas, Behrens was always available to help others and was a bright light on a dreary day;

Whereas, Behrens had devoted her energy to promoting positive relations and holding the position that she served to higher standards;

Now, therefore, the Fall River Board of County Commissioners calls upon all citizens of Fall River County to observe the day of October 7, 2021, in recognition of the service of Behrens, who by her devotion to helping, have rendered invaluable service to our residents; and

We further call upon the citizens of Fall River County to honor Behrens for her professionalism in the roll of County Coroner.

Now Therefore, Be It Resolved, that the County Commissioners of Fall River County give thanks to the service Behrens has rendered unto Fall River County and the State of South Dakota.

Dated this 7th day of October, 2021.

*Joe Falkenburg
Fall River County Commissioner*

ATTEST:

Sue Ganje, Fall River County Auditor



*Emergency Management
Fall River County*

*Franklin W. Maynard CEM CFM
906 N. River St.
Hot Springs, SD 57747*

605 745-7562 605 890-7245 em@frcounty.org



Date: October 7, 2021

Subj: Commission Update

1. LEMPG Single Signature Sheet: I am requesting approval to have the Chairman sign the Single Signature Form for the 4th Qtr. of FY 2021. All items required by the LEMPG work plan have been completed.
2. Air Conditioner/Heater Purchase: I am requesting approval to purchase the AC/Heater unit from SD Federal Surplus for the cost of \$600.00. The cost would be split between Emergency Management and Auditor (voting). The unit would be used for the tent that was purchased for early voting and would be used in the event of a major disaster as needed by emergency management.
3. Fires & Incidents:
 1. 9/21/2021: Fire Call: Igloo: Trash being burned inside one of the bunkers. Edgemont Fire, Fall River Sheriff, SD WFS.
 2. 9/24/2021: House Fire: 838 S. Chicago St.: Hot Springs Fire, Hot Springs Police, Fall River Sheriff, Hot Springs Police.
 3. 9/25/2021: Tree Fire: 1200 S. 6th St., Hot Springs: Hot Springs Fire Dept., Hot Springs Police and Fall River Sheriff.
 4. 9/26/2021: Hay Bale Fire: Highway 18/385: Smithwick Fire, Oelrichs Fire and Fall River Sheriff.
 5. 10/1/2021: Sig. 1, MM 50, Hwy. 18/385: Fall River Sheriff, SD Hwy Patrol, Hot Springs Fire, Hot Springs Ambulance.

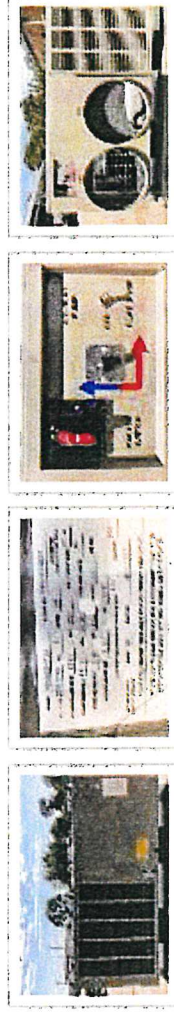
Franklin W. Maynard, CEM, CFM

Emergency Manager

Fall River County

906 N. River Street

Hot Springs, SD 57747



Goodman Mfg Air Conditioner. 240 volt, 60 HZ, with built in heat strip.

Stock #: 20-5341M-001

Location: Huron Distribution Site

Price: 600.00

Unit of Measure: EA

[Inquire About This Item](#)

*South Dakota*

FEDERAL SURPLUS PROPERTY CATALOG

Search

All Categories

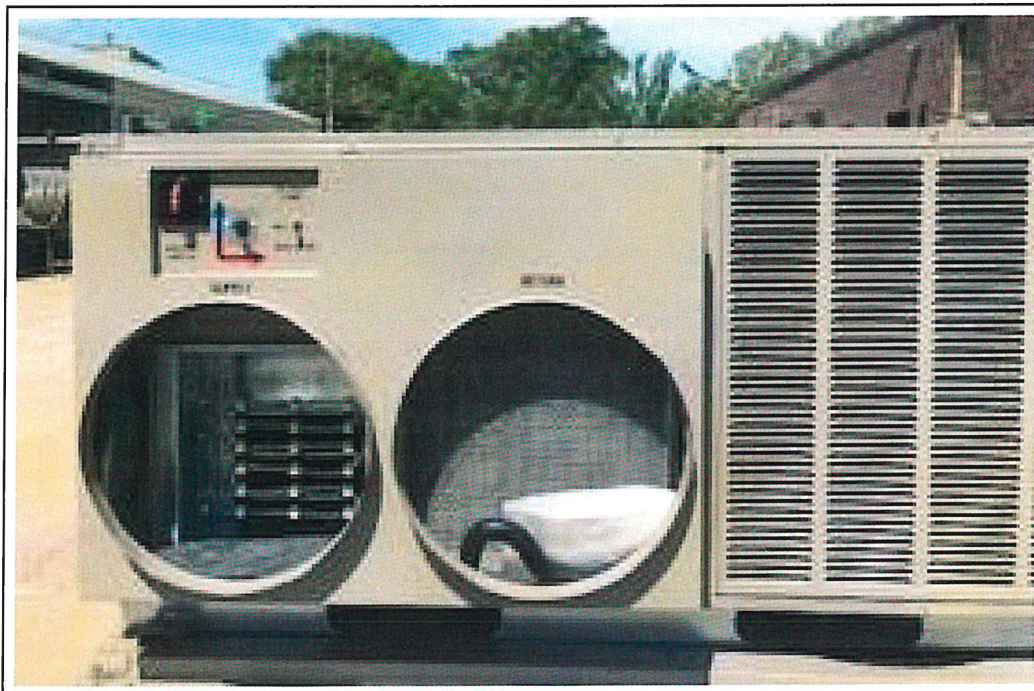


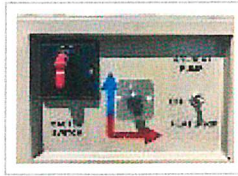
SEARCH

MUST BE ELIGIBLE RECIPIENT TO OBTAIN PROPERTY! PROPERTY LISTINGS NOT AVAILABLE TO THE GENERAL PUBLIC.

Air Conditioner

Home > View Item





Goodman Mfg Air Conditioner. 240 volt, 60 HZ, with built in heat strip.

Stock #: 20-5341M-001

Location: Huron Distribution Site

Price: 600.00

Unit of Measure: EA

Inquire About This Item

Phone: 1-800-438-8302

Email: sdfedsurplushuron@state.sd.us, kaelene.borkowski@state.sd.us, keith.cundy@state.sd.us

Organization Name:

Contact Name:

Email Address:

Phone:

Message:

Visit our website for information about South Dakota Federal Surplus Property

<http://www.state.sd.us/boa/fsp.htm>

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2021 COUNTY AUDITOR ELECTION WORKSHOP

DRAFT AGENDA

Ramkota Hotel - Pierre, October 20-21, 2021

Wednesday, October 20, 2021 – Galleries B & C

- 7:30 Registration
- 8:00 Welcome & Introductions – Secretary of State Steve Barnett
- 8:05 Election Preparation – Kea Warne, Director, Division of Elections (**Tab 1**)
- 2022 Calendar
 - Notices
 - Offices to be Filled in 2022
 - Pollworker Recruitment
 - Precincts & Polling Places
- 8:30 Election Security – Scott Davis, Protective Security Advisor-SD CISA; Matthew Spear, DHS Intelligence Officer; Jim Edman, SD Cyber Security Advisor
- 10:00 Break
- 10:15 Election Worker Training – Kea Warne (**Tab 2**)
- 11:00 Auditor Panel – Pollworker/Polling Place Processes, Tips, and Best Practices
- Jill Hanson – Beadle
 - Jacki Sieverding – Union
 - Susan Connor – Minor
 - Rachel Soulek - Moderator
- 12:00 Working Lunch – Gallery A (Taco Bar) – Guest Speakers
- Shelly Pfaff, Consultant
 - C.J. Moit, Disability Rights of South Dakota
- 1:00 Political Parties – Kea Warne (**Tab 3**)
- Who Can Vote for What in Primary Elections?
- 1:15 National Voter Registration Act (NVRA) – Kea Warne
- History of NVRA
 - Agency Documents
 - Source of Registration
- 1:45 Absentee Voting – Kea Warne (**Tab 4**)
- Knowing the difference between Absentee Voting and Early Voting
 - Absentee Ballot Application Form
 - Federal Post Card Application (FPCA)
 - Federal Write-in Absentee Ballot (FWAB)
 - Federal Voting Assistance Program (FVAP) Voting Assistance Guide
 - Absentee Ballot Precincts
- 2:45 Break

- 3:00 Auditor Panel - Absentee Voting Processes, Tips, and Best Practices
- Susan Kiepke – Davison
 - Susan Lamb – Sully
 - Cely Johnson – Moderator
 - Jenny Galbraith – Mellette
 - Tamara Brunken – Bon Homme
- 4:00 SeaChange – Doug Sunde & Shelly Angen (**Tab 5**)
- Quick Reference Guide
 - Q&A
- 5:00 Adjournment
- 5:15 – 6:00 **Optional:** New Auditors In-depth Review with SeaChange – Doug Sunde & Shelly Angen. This session will be held in Gallery A.

Thursday, October 21, 2021 – Galleries B & C

- 7:30 Breakfast
- 8:00 UOCAVA Electronic Voter Registration System (ELVR) - Rachel Soulek (**Tab 6**)
- A Walk Through the ELVR System
- 8:15 Auditor on the Ballot – Rachel Soulek (**Tab 6**)
- 8:30 Petitions: Forms and Filing Deadlines – Rachel Soulek (**Tab 6**)
- 9:15 Secured Access Designation (SB 102) – Rachel Soulek
- A Walk Through the Secured Access Designation in TV
- 9:30 Poll Watcher and Observation Guidelines – Kea Warne (**Tab 7**)
- 10:00 Break
- 10:15 Auditor Panel – Election Day Processes, Tips and Best Practices:
- Karen Layher – Grant
 - Brenda McGruder – Lawrence
 - Jane Naylor – Hughes (former)
 - Theresa Hodges – Spink
 - Suzanne Wetz – Moderator
- 11:00 Vote Centers – Kea Warne (**Tab 7**)
- 11:15 Special and Combined Elections – Kea Warne (**Tab 8**)
- 11:30 Provisional Ballots – Kea Warne (**Tab 8**)
- 11:45 Resolution Boards – Kea Warne (**Tab 8**)

- 12:00 Working Lunch – Gallery A (Pasta Bar) – Guest Speakers
- Senator Mary Duvall, District 24 – High-Level Overview on Redistricting
 - Julie Bartling, Gregory County Auditor – How a Bill Becomes a Law
- 1:00 Redistricting – Information and Discussion – Rachel Soulek
- 1:30 TotalVote: Brandon Campea, BPro Inc.
- Total Address/GIS Upgrade/Redistricting
- 2:00 Breakout Sessions (Gallery A):
- Election Systems & Software (ES&S) – Nate Clark & Trish Rice
 - Optical Scan Counters
 - DS450 Demonstrations
 - DS200 Demonstrations
 - ExpressVote Demonstrations
 - KnowInk – Dustin VanBalen
 - Poll Pads
- 3:00 Break
- 3:15 Auditor Panel - Tabulating Systems and Best Procedures for Counting: **(Tab 9)**
- Diane Murtha – Hutchinson (DS450)
 - Susan Urban – Aurora (DS200)
 - Sherri Lund – Lincoln (DS850)
 - Suzanne Wetz - Moderator
- 3:45 County and State Canvass – Karen Layher, Grant County Aud. and Kea Warne **(Tab 9)**
- 4:00 County Recount **(Tab 9)**
- Kea Warne - Process
 - Clay County Auditor Carri Crum - Tips and Overview
- 4:30 Q&A / Comments

HAVE A SAFE DRIVE HOME!

[EXT] ARPA Advisory Assessment

Kristie Jacobsen <kris@sdcountycommissioners.org>

Mon 10/4/2021 11:36 AM

To: Urban, Susan <Susan.Urban@state.sd.us>; Barker, Phyllis <Phyllis.Barker@state.sd.us>; bdesersa@trippcounty.us <bdesersa@trippcounty.us>; Bennett Auditor <bcauditor@gwtc.net>; Bon Homme Auditor

<auditor@bonhommedcountysd.org>; Brookings Deputy <jbeller@brookingscountysd.gov>; Brookings Finance <lschultz@brookingscountysd.gov>; Brule Auditor <brulaud@midstatesd.net>; Buffalo County Auditor <buffalo.aud@midstatesd.net>; Jensen, Elaine <Elaine.Jensen@state.sd.us>; Campbell Auditor <campbellcommission@yahoo.com>; Carri Crum (Carri.Crum@claycountysd.org) <Carri.Crum@claycountysd.org>; Cathy McNickle <Cathy.McNickle@browncounty.sd.gov>; clonge@charlesmixcounty.org <clonge@charlesmixcounty.org>; Cindy Longbrake - Ziebach County <ziebachauditor@lakotanetwork.com>; Tarbox, Christine <Christine.Tarbox@state.sd.us>; Codington Auditor <cbrugman@codington.org>; Corson Auditor <corsonauditor@sdplains.com>; Custer Auditor <dmclaughlin@custercountysd.com>; Davison Auditor <auditor@davisoncounty.org>

Cc: Aaron Eberle (auditor.assistant@frcounty.org) <auditor.assistant@frcounty.org>; Bruce Outka <boutka@lawrence.sd.us>; Carol Muller <cmuller@minnehahacounty.org>; Craig Dewey <cdewey@minnehahacounty.org>; Davison County - Tonya Meany <hr@davisoncounty.org>; Erica Coughlin <Erica.Coughlin@browncounty.sd.gov>; Gary Vetter <gary@co.yankton.sd.us>; Holli Hennies <hollih@co.pennington.sd.us>; Jerry Derr <jderr@meadecounty.org>; Kevin.Hipple <Kevin.Hipple@co.hughes.sd.us>; Shelli Gust - Lake County (shelligust@lake.sd.gov) <shelligust@lake.sd.gov>; Tawny Heinemann <tawnyh@moodycounty.net>

 1 attachments (121 KB)

County invoice.pdf;

Greetings,

As was announced during the 2021 Annual County Convention, the SD Assoc of County Commissioners has engaged with Eide Bailly to provide consulting services regarding the use of the American Rescue Plan Act (ARPA) funds. We believe that the cost of this service is covered under allowable ARPA regulations.

Full Interim Final Rule: <https://home.treasury.gov/system/files/136/FRF-Interim-Final-Rule.pdf>

Page 141: (7) Nonprofits. Assistance to nonprofit organizations, including loans, grants, in-kind assistance, technical assistance or other services, that responds to the negative economic impacts of the COVID-19 public health emergency;

In an effort to keep costs down – we are asking those participating counties to submit your questions to your Planning District. Planning Districts will be the gathering point to categorize and collate APRA questions to submit to Eide Bailly, who will then provide responses back to the Planning Districts in a timely manner. District will then disseminate answers back to the participating county.

Eide Bailly's function is advisory in nature to provide guidance when spending ARPA dollars.

An invoice is attached for counties planning to join this program. Once county participation is confirmed – questions may be submitted to your Planning District.

Please direct any questions regarding the attached invoice to this office.

Kristie Jacobsen

Executive Director
211 E Prospect Avenue
Pierre, SD 57501
Office: (605) 224-4554

SD County Commissioners Association

211 E Prospect Ave
Pierre, SD 57501

Email:
kris@sdcountycommissioners.org

Bill To: South Dakota Counties

Invoice Date: 10/1/2021

Invoice For: American Rescue Plan Act (ARPA) Guidance

Item #	Description	Price
	Assessment for Eide Bailly Consulting Services	\$ 2,000.00
	https://home.treasury.gov/system/files/136/FRF-Interim-Final-Rule.pdf	
	Page 141: (7) Nonprofits. Assistance to nonprofit organizations, including loans, grants, in-kind assistance, technical assistance or other services, that responds to the negative economic impacts of the COVID-19 public health emergency;	
Invoice Subtotal		\$ 2,000.00
Tax Rate		
Sales Tax		\$ -
Other		
Deposit Received		
TOTAL		\$ 2,000.00

Make all checks payable to SD County Commissioners Association.



FALL RIVER & OGLALA LAKOTA COUNTY TREASURER

**906 North River Street
Hot Springs, SD 57747
Phone: 605-745-5145
Fax: 605-745-3530**

I apologize for missing this Commissioner meeting. Below are the items I was wanting to cover.

Hire approval Full time position – Chaela Holmes (pronounced Kayla)
\$13.00 hour.

Hire approval Temporary Part Time position – Denise Breitenbach
\$12.00 hour.

State of SD Fall workshop that was held in Rapid City September 13 – 14, 2021.

Once again, I attended a very successful workshop with lots of items covered in a short period of time.

- Opening Speaker James Olson retired CIA agent who spent 31 years serving the CIA along with his wife who was also an agent for the CIA. Spoke on how the global war on terrorism affects everyone in the United States. Went into detail of his history as a spy for the United States.
- Rural Access Infrastructure Inventory Training: Review the inventory procedures for culverts and bridges for the RAIF funding we received.
- HR issues as it pertains to the new marijuana laws: This area is something we as an employer need to review all of our policies that we have in place along with those not only for marijuana but also it would be good to look over alcohol and other drugs as well. This class was a very good class and there was not enough time to dive deep into all the challenges that the marijuana law will bring to our office as employers.



FALL RIVER & OGLALA LAKOTA COUNTY TREASURER

**906 North River Street
Hot Springs, SD 57747
Phone: 605-745-5145
Fax: 605-745-3530**

- The main portion of my time for the Treasurer's office was learning the ins and outs of the new Motor Vehicle software that was to be installed on November 26, 2021. Since our conference we have now been informed that the new system will not go live until May or June 2022. This change with the go live date is a huge relief for all South Dakota Counties as none of us were supporting a new software to go live at the end of the month and on top of that over a holiday weekend. The hope of this new software is to try and streamline things and make for a smoother visit for our customers when they are trying to conduct business with County Treasurer's Offices. We were also told County offices will be able to print reports to show more accurately how much money we are taking in from Out of State residents who title their vehicles in our county.

Teresa Pullen
Fall River County Treasurer

**Notice of Public Information meeting for Fall River County Master
Transportation Plan**

Fall River County Courtroom

906 N. River St., Hot Springs, SD 57747

Date: October 7, 2021

Time: 9:30 a.m. to 9:45 a.m.

Notice is given that Fall River County will hold a public hearing to discuss and receive public input on the development of a Master Transportation plan for the county.

A map and proposed plan will be available for review at the hearing and you will have the opportunity to present written comment. A short presentation will be given at approximately 9:30 a.m. and the hearing will then be opened to questions and comments on the transportation issues in Fall River County.

Notice is further given to individuals with disabilities that this hearing is being held in a physically accessible place. Any individuals with disabilities who will require reasonable accommodation in order to participate in the public hearing should contact the county auditor at 605-745-5130 no later than 2 business days prior to the meeting in order to ensure accommodations are available. In the event you are unable to attend the hearing, and wish to offer comment, those can be sent to the county auditor at 906 N River Street, Hot Springs, SD 57747, or email to Sue.Ganje@state.sd.us. For further information regarding the hearing please contact Randy Seiler, Highway Superintendent at 605-745-5137 or by email to frchwydept@gwtc.net.

Dated this 2nd day of September, 2021.

Sue Ganje, County Auditor

ACCEPTED
9/15/2021
km


FAXED BID:

TO: FALL RIVER COUNTY HIGHWAY DEPT. FAX # 745-5912
PHONE # 745-5137

DATE: 9-15-21

FROM: Nelson's Oil & Gas, Inc. PHONE: 745-4189
~~745-5137~~

BID FOR: 8000 gallons E-10 Gasohol

AMOUNT OF BID: \$2.76 / gallon
(This bid includes all appropriate taxes and fees)Signed By: 
Richard Nelson

For all faxed bids must be received in the Fall River County Highway
dept. office at the above number before 1:00 p.m. It has to be provided
otherwise stated by the caller for bids.

Declining to bid please fax back this form with the words; "Decline
days bid." On the line designated for the Bid Amount.

Thank You

Subject **Seeking bids on 8000 gal E10 Unleaded Gas**
From <hwyofficemgr@gwtc.net>
To Dispatch <dispatch@MGOIL.com>
Date 2021-09-15 06:03

Seeking bids on 8000 gal E10 Unleaded Gas to be delivered TODAY OR TOMORROW to the Fall River County HWY Shop at:

27518 Cascade Rd
Hot Springs, SD 57747

Ken Martin,
FRC HWY OFFICE MGR

NO RESPONSE

Km

FAXED BID:

TO: FALL RIVER COUNTY HIGHWAY DEPT.

FAX # 745-5912

PHONE # 745-5137

DATE: 9/15/21

FROM: H-I-D-WAY **PHONE:** 890-1010

BID FOR: 8000 GAL E-10 UNLEADED GAS

AMOUNT OF BID: NO BID - NOT PLACING TANKER ORDERS

(THIS BID INCLUDES ALL APPROPRIATE TAXES AND FEES)

Signed By: BU TANNER BY PHONE
km

NOTE: all faxed bids must be received in the Fall River County Highway Dept. office at the above number **before 9:00 a.m.** to be considered, unless otherwise stated by the caller for bids.

If declining to bid please fax back this form with the words; **"Decline todays bid"** on the line designated for the Bid Amount.

THANK YOU

Fall River County Highway Department Safety Manual

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PAGE 28 STATEMENT OF RECEIPT AND INSPECTION

INTRODUCTION

This manual has been developed to provide public entity employees with general safety information and guidelines. These guidelines are intended to cover average or routine conditions. It is impractical to cover all situations and/or emergencies that someone may encounter on the job. The earnest cooperation of the employee is required in seeking assistance in dealing with unsafe conditions and unsafe practices not covered in this manual. Moreover, suggestions that may improve the general safety of the Fall River County Highway Department employees would be greatly appreciated. In situations where more information is desired, appropriate State and Federal Regulations may be of help. The guidelines in this manual have been developed to incorporate applicable State, Federal, and local standards.

Accidents are said to be caused by either unsafe acts or unsafe conditions. Thus, eliminating or minimizing these acts and conditions can prevent the majority of "accidents". This booklet was designed to inform you of the guidelines and procedures you are to follow as a Fall River County Highway Department employee.

Make safety a habit! Before starting any project, no matter how small, consider the hazards to you, someone else, the equipment, or the project. On-the-job safety is the responsibility of everyone. Become familiar with the contents of this book and the proper procedures for operating equipment in your department. Above all, use care and common sense in day-to-day tasks. It is important. The life or limb you save could be your own. Safe work places don't just happen. It takes the effort of every member to assure that safe work practices are followed and safe conditions are maintained. Safety isn't just a good idea, it's the way we do business, every one of us.

Temporary and permanent employees alike are responsible for keeping themselves informed on Fall River County Highway Department safety procedures.

THE PSYCHOLOGY OF SAFETY

Injuries affect the morale and threaten the emotional health of the parties involved. Injuries are expensive in terms of lost wages and medical treatment. An injured person cannot work at peak efficiency.

In a noted safety study from the 1970s, it was discovered that accidents occurred when experienced personnel consciously accepted risks that they should have avoided. Contributory causes to accidents were found to be (1) the conscious acceptance of an obvious and familiar risk; (2) hurrying to meet deadlines, some imaginary; (3) carelessness and fatigue; (4) mental preoccupation - - planning, worrying, daydreaming. Accident prevention can therefore be broken down into two components, namely, knowledge factors and emotional factors. It is important to know the rules of safety. The study noted that the injured parties knew the rules of safety. Therefore, this is not enough. The knowledge factor must be accompanied by emotional or psychological factors. The worker must maintain a constant, cautious and attentive alertness. Concentration on the job is imperative. This attitude of safety, which encourages an awareness of hazards, can help insure the continued health and productivity of all personnel.

RISK MANAGEMENT AND LOSS CONTROL GUIDELINES

TO: ALL EMPLOYEES

The Fall River County Highway Department is exposed to various risks, which may be insured, pooled, or retained. We may also control these risks through Loss Control. The objective of our Risk Management and Loss Control Program is to preserve our assets and revenues. More importantly, the Fall River County Highway Department is dedicated to the protection of our employees, the preservation of our property, and prevention of injury to members of the public or damage to their property arising from any of our operations.

POLICY

It shall be the policy of the Fall River County Highway Department:

1. To identify sources of risk and potential loss to our property, our employees, and the general public.
2. To evaluate the potential risks that exists within our operations and activities and the associated losses that may occur.
3. To make every effort to control the causes of loss by and through a specific action plan.
4. To correct deficiencies that have been identified by inspection as quickly as possible.
5. To make any necessary changes to ensure the risk is being controlled in the most effective way possible.
6. To monitor that potential risks and deficiencies have been properly corrected.

The Fall River County Highway Department has a Safety Committee. The committee is composed of representatives from the crew. Full responsibilities of the Safety Committee can be found in this manual.

The first component in the risk management process is the Highway Superintendent and Foreman. They are responsible for maintaining a safe working environment for employees and to ensure that the needs of the general public are met. The second component in the risk management program is the employee. Each employee is required to follow safety regulations and identify situations that may cause harm to themselves, other employees, or the general public. The third component of the Risk Management Program is the Safety Committee of the Fall River County Highway Department. It is the duty of this committee to ensure Fall River County Highway Department-wide compliance with rules and regulations contained in this manual. The Safety Committee may from time-to-time solicit advice or recommendations from Safety Benefits, the Loss Control Consultants for the risk-sharing pools that provide liability and workers' compensation coverage for the Fall River County Highway Department. The fourth component of the Risk Management Program is the safety manual. Maintenance and inspection of all equipment, facilities, and operations of the Fall River County Highway Department must be performed in compliance with the safety manual.

THE SAFETY PROGRAM RESPONSIBILITIES AND ROLES

Responsibilities of the Employee:

The following safe practices, job procedures, and the wearing of prescribed personal protective equipment are job requirements.

Each Employee shall:

- A. Follow job instructions; never take shortcuts.
- B. Use personal protective equipment that is prescribed and available.

- C. Keep tools in good condition and use them properly. Defective tools and equipment should immediately be reported to the supervisor and not be used.
- D. Lift and carry materials with care using proper lifting techniques.
- E. Use caution and follow instructions on warning labels of hazardous materials.
- F. Keep work areas clean.
- G. Walk - never run on premises.
- H. Know fire exits and respond immediately to the evacuation signal.
- I. Keep all machine guards in place.
- J. Report all unsafe conditions in writing to their immediate Supervisor. If the employee does not receive a response within 24 hours from the Supervisor with possible corrective action, the employee may contact the Fall River County Highway Superintendent to report the possible unsafe condition. The Fall River County Highway Superintendent will investigate and shall submit a written recommendation back to the employee and Supervisor.
- K. If injured, fill out a "First Report of Injury" form as soon as possible, but within 3 working days of injury.
- L. After consulting your Supervisor, the employee has the right to contact the Fall River County Highway Superintendent for immediate investigation before they continue to work if they feel that the work they are doing may endanger himself or herself or a fellow employee.
- M. Notify your Supervisor as soon as possible following an accident or injury. Gather as much information as possible including the names of witnesses.
- N. Attend appropriate seminars and training sessions as directed by department.
- O. Follow CDL guidelines and policies.

RESPONSIBILITIES OF THE DEPARTMENT:

The department shall:

- A. Investigate accidents; assist in the completion of the "First Report of Injury" form; and submit the report to the Auditor/Finance Officer's Office within 3 working days of injury.
- B. Coordinate monthly safety meetings.
- C. Coordinate with the Assistant Superintendent and Foremen to conduct (or delegate responsibility for) safety meetings. Keep a log of all meetings, including what has been discussed and who was present.
- D. Cooperate with the Assistant Superintendent and Foremen to create and maintain a safe working environment.
- E. Be responsible for the completion of semi-annual safety inspections of buildings and the yearly inspection of vehicles.
- F. Require the wearing of safety equipment that is provided and enforce rules regarding the use of protective equipment.
- G. Be open to safety suggestions of employees.
- H. Promote safety by example.
- I. Obtain medical aid for ill or injured employees and insure first aid kits are readily available and properly supplied.
- J. Not take shortcuts at the expense of safety.
- K. Provide and maintain necessary equipment for tasks as needed.
- L. Take immediate action to correct unsafe conditions of tools and equipment.
- M. Implement the Fall River County Highway Department Safety Manual.
- N. Develop specific safety procedures as needed.

- O. Respond in writing to an employee's safety concern, preferably within one to two days. The Supervisor must submit in writing a report to the Fall River County Highway Superintendent stating his/her potential corrective actions.
- P. The department shall develop an employee orientation checklist. New and temporary staff shall be trained on the items on the checklist and sign off at the completion of the training.
- Q. Prior to the start of employment with the Fall River County Highway Department, inform employees of the requirements set forth in this manual.
- R. Require employees to attend various seminars and training sessions in respect to safety.

Responsibilities of Fall River County Highway Superintendent:

- A. Conduct work site safety inspections.
- B. Make recommendations to Supervisors on equipment needed and educational programs.
- C. Coordinate with the Supervisor to conduct monthly safety meetings with employees.
- D. Attend safety meetings periodically.
- E. Conduct quarterly Safety Committee meetings.
- F. Promote safety awareness.
- G. Develop appropriate safety forms and records.
- H. Keep an accident file record and safety meetings records.
- I. Make arrangements for training and special classes; i.e., a healthy back, defensive driving, CPR, etc.
- J. Assist the Foremen in getting ideas and materials for their meetings.
- K. Write proposed policy directives and organize special projects.
- L. Respond in writing after the Foremen, Safety Committee, or employee has made notification of a possible safety concern.
- M. Pass on safety concerns to Safety Committee.

Responsibilities of the Safety Committee:

- A. Devote a portion of each safety meeting to safety education.
- B. Develop a safety manual or manuals, and/or amendments thereto.
- C. Listen to reports from other representatives on what is being done in their areas.
- D. Help each other with ideas for programs.
- E. Discuss problems and create corrective procedures.
- F. Develop By-Laws for its structure and composition.
- G. Conduct quarterly documented self-inspections of facilities.

PART 1: THE INSPECTION PROGRAM

The purpose of work-site inspections is to identify potentially unsafe practices and conditions, which can be eliminated and thus reduce the risk of accidents. Quarterly self-inspections are conducted by the Fall River County Highway Department's Safety Committee and the Risk Manager. The inspection consists of using a checklist and any previous checklists or reports to monitor progress. The Risk Manager's goal is to offer helpful suggestions on ways to create a safer working environment. The purpose is not to find fault or blame, except in cases of continued negligence or apathy. Inspections made by the risk-sharing pools, fire departments, and building inspectors will also aid in recognizing potential hazards. When

the inspection process has been completed, the results of the inspection will be forwarded to the Fall River County Highway Superintendent. The Fall River County Highway Superintendent shall make corrections or comment on the recommendations of the inspection. The completed inspection form will be returned to the Risk Manager within 45 days.

PART 2: SAFETY MEETINGS

Safety meetings are often called "tailgate" or "toolbox" meetings due to their informal nature. All departments shall have a minimum of one safety meeting each month. Employees are encouraged to take turns conducting the meetings, coming up with fresh ideas for topics to be trained on. An extensive film library is available for safety meetings through Safety Benefits (with the risk-sharing pools), the South Dakota Safety Council and various other resources throughout the Fall River County Highway Department. A log of each meeting is to be kept by the Supervisor and a copy sent to the Fall River County Highway Superintendent following the monthly safety meeting. Employees shall sign the training log sheet at the completion of the training session. This training log is checked during on-site inspections. Safety meetings teach new ideas, remind us of the things we already know and increase ongoing safety awareness.

PART 3: SUPERVISING OTHERS

Whether you are a Supervisor or not, there are times when you train or supervise new staff members, particularly temporary employees. Remember to convey a positive attitude towards safety. Instruct them carefully in the safety procedures needed to complete their individual jobs. New employees are eager to please and sometimes refrain from asking questions. The department shall develop an employee orientation checklist. New and temporary staff shall be trained on the items on the checklist and sign off at the completion of the orientation training.

PART 4: DISCIPLINARY ACTION

It is the sole and express purpose of this policy to protect the health and lives of workers. Failure of any employee to follow the Fall River County Highway Department safety procedures, departmental safety procedures or laws will not be tolerated. Therefore, failure to follow Fall River County Highway Department safety procedures or department guidelines may be cause for disciplinary action. The following actions may negatively impact employee evaluations and could result in disciplinary action:

- Failure, by an employee, to report all accidents/incidents within 3 working days of the accident/incident.
- Failure of a Supervisor or management employee to investigate a reported accident or hazard within 3 working days of the accident/incident.
- Failure of a Supervisor or management employee to implement Safety Committee recommendations in a timely fashion.
- Failure of employee to use safety equipment provided.

- Actions of the employee to create an unsafe or dangerous situation for themselves and those working around him/her and the general public or patron by any action.
- One may also refer to the Fall River County Highway Department Personnel Manual.

PART 5: INJURY ON DUTY / RETURN TO WORK

If an employee is injured on the job, the injury must be reported to the Supervisor at once. Medical treatment of an injured employee is the primary concern in any accident situation. Supervisors will first secure medical aid if needed, and then fully investigate the accident or injury. A "First Report of Injury" form will be filled out as soon as possible, but within 3 working days of the injury and submitted to the Auditor/Finance Officer's office. Should the employee be off their assigned duties for 1 day or more, the Auditor/Finance Officer's office shall be notified immediately. In the event an employee is injured and is unable to return to work, a written work release from a treating physician shall be supplied to the immediate Supervisor. Supervisors are not to accept work releases that are not specific as to the length of time an employee is being released from work. In all cases where an employee has temporarily been released from work, it will be the responsibility of the individual to provide the Fall River County Highway Department with appropriate "Return to Work Documentation" from the treating physician. Under no circumstances should a Supervisor allow an employee to return to work without first securing this documentation. The Superintendent should receive this documentation, which will be furnished to the Fall River County Highway Department office staff and forwarded to the Auditor/Finance Officer's office.

Studies have shown that employees recover faster if they are able to return to work as soon as possible. We will make every attempt to provide "Modified Duty" assignments to enable an employee to get back to work as soon as medically possible.

PART 6: INCIDENT/ACCIDENT INVESTIGATION

An incident/accident does not necessarily result in injury or property damage. The only goal of accident investigation is to prevent a recurrence. An investigation into an incident is not an attempt to place blame. The investigation seeks only to ascertain the causes of an accident and to suggest ways to eliminate the problem. The key to preventing accidents and the personal and economic losses, which accompany them, is to understand their root causes. The Fall River County Highway Department will keep a record of the incidents/accidents/near-misses occurring on the job and initiate action or training as needed. This benefits the Fall River County Highway Department, our employees, and the public.

Every Fall River County Highway Department employee is responsible for reporting accidents as soon as possible. Every accident, regardless of the outcome, shall be reported in accordance with the following guidelines:

NEAR-MISSES: Employees should report near-misses in writing to their Supervisor. Remember that a near-miss represents an opportunity to identify a hazard without the pain of someone getting injured. Near-miss reporting is crucial to the success of our accident prevention efforts and our safety program.

FIRST AID INJURIES/ MEDICAL TREATMENT INJURIES: For minor or major injuries, fill out the "First Report of Injury" form and turn it in to your Supervisor. We need to track even minor cuts and scrapes carefully – in case they turn into more serious cases later, and to help identify potential hazards.

PROPERTY DAMAGE: If you are involved in an accident that causes any property damage or vehicle damage, notify your Supervisor as soon as possible. If the accident occurs on a public road, you should also contact law enforcement immediately.

Immediate Supervisors will initiate the accident investigation process after securing proper medical attention for the personnel involved. They will secure the accident scene, if necessary, and interview those involved to establish the facts of the incident. Remember – everyone participating in this stage of the investigation is crucial to finding and assisting in eliminating the causes of the accident.

The Fall River County Highway Superintendent and any other applicable sources will review the facts of the event and make recommendations for corrective action. Injured or involved parties are encouraged to participate in the review if they desire.

It is important to remember that not every accident investigated will result in major changes to our system. As we continually strive to improve all aspects of our work processes, the safety personnel and management will track accident/incident causes and determine the best options for eliminating hazards.

PART 7: GENERAL SAFETY

Housekeeping

Work areas must be clean and orderly. Spills must be cleaned up immediately. All combustible scrap, debris, and waste must be stored safely and removed promptly. Aisles, passageways, doorways, stairs, and walking surfaces shall be kept free from refuse, slippery and wet substances, misplaced equipment, and trip hazards. Mark or cordon off all temporary hazardous surfaces. Washrooms, locker rooms, lunchrooms and toilet facilities shall be maintained in a clean and orderly manner. Waste should be disposed of in proper receptacles. Tools, supplies and equipment shall be properly returned, stored and kept in order. Exits shall be clearly marked and unobstructed. Flammable liquids should be kept in approved, properly marked containers and stored in an approved flammable storage cabinet. Gasoline shall be stored in UL approved safety gas cans. Extension cords shall not be used in oil or water and shall be inspected for worn insulation and exposed strands of wire before use. The ground prongs shall not be removed. Extension cords that cross a traffic area must be covered by a raceway. Protruding nails and broken glass are dangerous – remove or bend down nails in lumber or containers and pick up all broken glass. Any product in an unlabeled container should be disposed of in the proper manner. (Contact the Fire Department for specific methods of disposal.) Make sure all pits and floor openings are either covered or otherwise guarded. Oily and paint soaked rags are combustible and shall be stored in closed metal containers only.

Fire Protection

All fire doors and shutters must be maintained in good operating condition. Fire doors and shutters should be unobstructed and protected against obstructions. Fire doors and shutter fusible links must be in place. All automatic sprinkler water control valves, if any, air and water pressures should be checked routinely. A competent person or company with approval of the Fire Department shall complete the maintenance of automatic sprinkler systems on a regular basis. Metal guards should protect sprinkler heads if they could possibly be exposed to damage. Adequate clearance, preferably 18 inches or more, must be maintained below sprinkler heads. A suitable fire extinguisher shall be located in buildings and be hung in a conspicuous location. Fire extinguishers shall be maintained in fully operational condition and be correctly labeled. A certified professional (National Fire Protection Association) shall inspect fire extinguishers once a year. Fire extinguishers shall carry a durable inspection and recharge date tag. Fire extinguishers shall be inspected by department staff monthly and the initials and date of inspection shall be placed on the back of the extinguisher inspection tag.

Buildings

Building safety is a topic which encompasses many areas. Buildings, which are occupied by Fall River County Highway Department employees, shall comply with applicable building codes and Fall River County Highway Department ordinances.

Self-inspections of buildings shall supplement and identify potential safety situations. Buildings and grounds shall be free of debris and kept in an organized manner. Mechanical equipment rooms containing boilers, blowers, filters, and electrical equipment rooms should be separated from other areas of a building by walls and doors. To maintain the integrity of these separations, the fire doors must never be left open. Fan rooms' house ventilation equipment that often includes: automatic shut down and dampers, which are activated by interlocking with the buildings smoke and fire detectors. Fire dampers and other automatic shutdown provisions must not be disabled without Fire Department approval (except for temporary maintenance procedures).

PART 8: PROPER LIFTING AND CARRYING PROCEDURES

Manual lifting and handling of material must be done by methods that ensure the safety of both the employee and the material. The following are guidelines for manual lifting: Know your limitations. The ideal maximum weight an individual should lift is 50 pounds. Never attempt to handle anything beyond your capabilities. Inspect the load to be lifted for sharp edges, splinters, and wet or greasy spots. Wear gloves as needed when lifting or handling objects with sharp or splintered edges. Gloves must be free of oil, grease, or other agents that may cause a poor grip or slippage. Inspect the route over which the load is to be carried. Your destination should be in plain view and free of obstructions or spillage that could cause tripping or slipping. Consider the distance the load is to be carried. Recognize the fact that your gripping power may weaken over long distances. Size up the load and make a preliminary "heft" to be sure the load is easily within your lifting capacity. If it is not, get help. If team lifting is required, personnel should be similar in size and physique. One person should act as leader and give the commands to lift, lower, etc. Two persons carrying a long piece of pipe or lumber should carry it on the same side and walk in step. Shoulder pads should be used to prevent cutting shoulders and help reduce fatigue. To lift an object off the ground, the following are manual lifting steps: Make sure of good footing and set your feet

about 10 to 15 inches apart. It may help to set one foot forward of the other. Assume a knee-bend or squatting position, keeping your back straight and upright. Get a firm grip and lift the object by straightening your knees – not your back. Carry the load close to your body (not on extended arms). To turn or change your position, shift your feet – don't twist your back. The steps for setting an object on the ground are the same as above, but in reverse. If mechanical devices or equipment are available from either your department or another, their use is encouraged to prevent injuries. The devices and equipment should be inspected prior to use. It is recommended that employees attend a safety training for proper lifting at least annually.

PART 9: POWER LOCKOUT/ TAGOUT PROCEDURE

When you have to do maintenance work on a machine or equipment, take the following precautions to protect yourself and your co-workers from injury. Alert affected personnel that power is being disconnected. Before starting repair, service, or set-up work on an engine, motor or power driven equipment, person(s) performing the work shall make sure power is disconnected (and any hazardous residual pressure shall be relieved) prior to and during such work. Any equipment component that needs blocking to prevent its movement by gravity or other means must be blocked before repair(s) are initiated. A tag or tags shall be placed at the closest point of power disconnect where lockout is required by each person(s) performing work. A supervisor may remove a tag placed by an employee for whom they have the responsibility, and assure that all crews are clear before removing the lock or tag. Before work is started, equipment shall be tested to insure power is off. Replace all guarding before removing tags(s). No one other than the employee or supervisor placing tags or padlocks on power lockout shall remove tags or padlock(s) and restore power. If it is necessary for work on a machine or installation to be continued by the next shift personnel, the tags or padlock(s) of the original employees shall be removed by those employees in the presence of the oncoming shift who will immediately insert their own tags or padlock(s) into the disconnect. A machine lacking a lockable disconnect switch may be connected to an electrical source by a plug-in cord. In this case when the plug is disconnected for repair, service, or set-up, it must be properly tagged.

Electrical Safety

This perhaps is one of the biggest questions to be addressed "who does what"? There is one rule that perhaps makes the most sense in answering this question... IF YOU ARE NOT SURE OF CORRECT TROUBLESHOOTING PROCEDURES OR DON'T FEEL COMFORTABLE WITH THE TASK AT HAND, CONTACT SUPERVISORY PERSONNEL FOR ASSISTANCE.

As your experience level increases on different electrical systems, time will make you more comfortable with routine tasks. Be patient and remember that SAFETY is the top priority.

Responsibilities can vary from task to task. Below are listed some "suggested" areas of electrical tasks that could and should not be performed by Fall River County Highway Department personnel. Discussion within the department should verify correctness of this list. Personnel shall be aware of changes made to this list and of exactly what they are expected to do and not do when dealing with electrical problems.

Electrical Tasks that could be performed by Identified Trained Fall River County Highway Department Personnel

1. Test for the presence of voltage in disconnect boxes and other electrical equipment.
2. Measure resistance/continuity of electrical components in a "Zero Energy State".
3. Measure amp draw of electrical equipment when operating.
4. Reset overcurrent protective devices when faults are cleared from a circuit.
5. Check motors with an ohmmeter to determine if opened or short-circuited windings are found.
6. Replace equipment (fuses, relays, switch devices) when they are determined to be defective.
7. Replace motors, lamps, and other load device when in a Zero Energy State.
8. Replace printed circuit cards when found to be defective.

Electrical Tasks that SHOULD NOT be performed by Fall River County Highway Department Personnel

1. Modifying electrical components or safety devices.
2. Electrical Construction of any kind. *
3. Sizing of overcurrent protective devices.
4. Replacing wiring that has been deemed non-serviceable.
5. Replacing 480-volt circuit breakers.
6. Adjusting values of overcurrent protective devices.
7. Working on live voltages.

* It should be understood that the definition of "Electrical Construction" means designing and installing new equipment such as, but not limited to, new disconnects, conduit runs, overcurrent protective devices and other equipment where improper installation or design characteristics could result in an injury, fatality, or loss of property.

Any individual contracted by the Fall River County Highway Department to perform electrical work, must be insured and licensed by the State. Proof of insurance and license must be available for review.

PART 10: OFFICE SAFETY RULES

Furniture will be adjustable, positioned and arranged to minimize strain on parts of the body. The glare of a computer screen will be minimized by the use of a glare screen if needed to prevent eyestrain. Do not open two or more file cabinet drawers at one time. Store supplies inside cabinets with heavy items on lower shelves. All chair legs shall remain on the floor at all times. Watch fingers when using a paper cutter - keep the cutter closed when it is not being used.

PART 11: VEHICLE OPERATIONS

Motor vehicle operation represents one of the largest liability exposures. Safe driving practices protect the employee, fellow employees and citizens of the community. The employee, fellow employees and citizens of the community may be affected anytime if an employee operates a private or public vehicle to conduct public entity business. This policy

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will ensure that employees meet an acceptable standard of performance and safety while operating their private or public vehicles to conduct Fall River County Highway Department business. This policy applies to all Fall River County Highway Department employees who regularly operate motor vehicles.

1. Personal vehicles may be used for official public entity business with prior approval.
2. Seat belts shall be worn by all drivers and passengers using Fall River County Highway Department vehicles/equipment and/or driving personal vehicles on Fall River County Highway Department business unless the vehicle or equipment is not equipped with seat belts.
3. Due to the increasing number of accidents resulting from the use of cell phones while driving; 1) Employees are not permitted to use a cell phone, either handheld or hands-free, while operating a motor vehicle or piece of equipment on Fall River County Highway Department business and/or on Fall River County Highway Department time. 2) Employees are not permitted to read or respond to emails or text messages while operating a motor vehicle or piece of equipment on Fall River County Highway Department business and/or on Fall River County Highway Department time. 3) While driving, calls cannot be answered and must be directed to voice mail. 4) If an employee must make an emergency call (911), the vehicle or piece of equipment should first be parked in a safe location. Any employee who violates this policy is subject to disciplinary action in accordance with Fall River County Highway Department policy.
4. All employees whose duties require the operation of a public entity-owned motor vehicle or who operate a privately owned motor vehicle while conducting public entity business, as a part of their employment must possess a valid SD driver's license of the appropriate type. Any employee performing work, which requires the operation of a Fall River County Highway Department vehicle or private vehicle on Fall River County Highway Department business, is required to immediately report to the employee's Supervisor if his or her license is allowed to expire, is suspended, or revoked. Any employee who fails to report such information is subject to disciplinary action in accordance with Fall River County Highway Department policy.
5. Employees who regularly operate vehicles on public entity business shall submit to a motor vehicle record (MVR) review prior to employment and thereafter on a yearly basis. If the MVR review indicates violations in excess of the recommended guidelines while using their private vehicle or a Fall River County Highway Department-owned vehicle, the applicant or employee may be denied employment, have jobs duties adjusted, be reassigned, or be required (at the Fall River County Highway Department's discretion) to complete defensive driving training based on the seriousness of the violations. If a disability or health-related reason caused the adverse driving record, the employer will consider such information and may use such information in making reasonable accommodation decisions.

Motor Vehicle Records Review (MVR) Guidelines

1. No more than two convictions for moving traffic violations within any 12-month period.
2. No more than two moving traffic violations that contribute to accidents within any 12-month period.
3. Conviction of any Class 1 misdemeanor traffic violation.
4. No driving while intoxicated convictions within the last five years.
5. Employees performing work which requires the operation of a Fall River County Highway Department vehicle or private vehicle on Fall River County Highway Department business who are convicted for moving traffic violations equal to or exceeding the recommended guidelines, may be subject to personnel action, which may include defensive driving courses or suspension of the Fall River County Highway Department's driving authorization or more severe disciplinary action. Employees operating Fall River County Highway Department-owned vehicles or privately owned vehicles while conducting official Fall River County Highway Department business shall observe all traffic laws, rules and regulations, in addition to using common sense and good judgment. If during the course of employment an employee exhibits a disregard for safe driving procedures, the Fall River County Highway Department may deny future authorization to operate a vehicle while representing the Fall River County Highway Department.
6. Any employee who regularly operates a privately owned vehicle to conduct Fall River County Highway Department business is required to maintain automobile liability insurance coverage on their privately owned vehicle. Employees who do not maintain automobile liability insurance coverage will not be allowed to use their privately owned vehicles for Fall River County Highway Department business. The insurance information must be current and submitted to the Fall River County Highway Superintendent.
7. Any employee performing work which requires the operation of a Fall River County Highway Department vehicle or private vehicle on Fall River County Highway Department business is required to report to the employee's Supervisor if convicted of a Class 1 misdemeanor driving offense.
8. Only authorized personnel may operate Fall River County Highway Department vehicles.
9. All drivers and passengers using Fall River County Highway Department vehicles, equipment or personal vehicles will wear seat belts, if equipped.
10. Vehicles will be maintained in safe and operable condition.
11. Operators will make a daily visual inspection of vehicles/equipment at the start of their shift and they shall report all unsafe or defective equipment they observe to supervisors.
12. Departments shall perform monthly documented inspections on lights, brakes, horns, turn signals, and tires.
13. Fall River County Highway Department vehicles with gas engines shall be refueled only when the engine is off.
14. Fall River County Highway Department vehicles will be parked with the motor stopped and key removed. No vehicle should be left running while unattended.
15. Slow-moving vehicles shall be equipped with the appropriate signs.
16. Not more than 3 persons should ride in the front seat of any vehicle, or one person for each seat belt.

17. No person shall ride on any portion of a motor grader, tractor, or similar equipment except as the driver, operator, or trainer.
18. No person shall ride on the outside of a truck or in the bed or box.
19. Drivers should not permit vehicles to be loaded beyond the capacity of the unit.
20. Equipment and tools carried on or in a vehicle should be placed securely in compartments or fastened down.
21. Drivers should be particularly cautious when driving near children.
22. Children should be kept from playing on or around Fall River County Highway Department-owned vehicles and/or equipment.
23. When moving vehicles onto, out of, or near buildings, such movement should be done slowly and with caution.
24. Employees shall not jump on or off vehicles while in motion and should also maintain "3 Points of Contact" when entering or exiting trucks and/or equipment.
25. Backing operations:
 - A. Backing should be avoided unless absolutely necessary.
 - B. Backing should be done only after the driver has made certain their vehicle has adequate clearance on all sides.
 - C. Backing should be done very slowly and with extreme caution.
 - D. Both sides should also be observed during backing operations.
 - E. When possible, backing should be done with the use of a spotter.
 - F. Report any alarms that are non-functional immediately.

PART 12: PERSONAL PROTECTIVE EQUIPMENT

Personal protective equipment will be maintained in a sanitary and effective condition. Personal protective equipment, which is provided by the Fall River County Highway Department, shall be used when there is a hazard in the working environment, which could cause injury or illness.

Respirators

Proper respiratory protection shall be used on jobs involving exposure to harmful fumes, gases, mists, chemical dusts or lack of sufficient oxygen. Supervisors should instruct employees, whose work assignments involve the use of respiratory protection, about the potential hazards they are exposed to and how to use the proper personal protective respiratory equipment.

Head Protection

Hard hats should be kept in good repair; with proper adjustment and should be worn only by the individual to whom they are assigned, except in an emergency. ANSI approved hard hats should be used in any operation where overhead hazards exist. Remember that all it takes is a carelessly dropped tool or piece of material coming down on your head to cause severe injury or even death. There are a number of workers disabled with various type of head injuries and vision problems because they didn't wear a hard hat. When you wear a hard hat, wear it right. Keep it squarely on your head with the inside band properly adjusted and the bill forward.

Hearing Protection

Noise levels that need to be measured will be done with a sound level meter or a noise dosimeter that is available through Safety Benefits. ANSI approved hearing protective equipment, (noise attenuating devices) will be available and used by every employee working in areas where continuous noise levels exceed 85 dB. A good guide is, "if it's too noisy to hear a normal conversation, it's loud enough to need hearing protection." To be effective, ear protectors must be properly fitted and employees will be instructed in their use and care. Individual departments will identify potential areas needing hearing protection, and take corrective measures on a case-by-case basis.

Eye/Face Protection

Where there is a danger of flying particles or corrosive materials, employees must wear ANSI approved protective goggles and/or face shields. Employees are required to wear ANSI approved safety glasses in areas where there is a risk of eye injuries such as abrasions, punctures, contusions, or burns.

Foot Protection

Shoes or boots suitable to the type of work and work area conditions shall be worn at all times. Slip-resistant soles may be required in some operations. ANSI or ASTM safety-toed footwear may be required in those situations where a higher-level risk of foot injury exists, such as working in a gravel pit. Open-toe shoes are prohibited from all work areas except offices. Footwear must be approved by the Fall River County Highway Superintendent or their designee.

Protective Clothing/Equipment

Employees are required to wear protective gloves, aprons, shields and other means in areas where they may be subject to cuts, corrosive liquids, and/or harmful chemicals. All safety equipment must be maintained in sanitary condition and ready for use. Report any defective equipment immediately to your Supervisor. Employees working on or near public roadways shall wear ANSI approved colored safety vests or clothing. Protective gloves, clothing, and face protection shall be worn while handling caustic or dangerous chemicals, while welding and handling batteries. For outdoor work in winter weather, layers of loose, warm, and fairly lightweight clothing is recommended. First-aid kits and contents are to be maintained in a serviceable and usable condition. The commercial or cabinet-type kits do not require all items to be individually wrapped and sealed, only those which must be kept sterile. Items such as scissors, tweezers, tubes of ointments with caps, or rolls of adhesive tape, need not be individually wrapped, sealed, or disposed of after a single use or application. Where the eyes of any person may be exposed to injurious chemicals and/or materials, suitable facilities for quick drenching or flushing of the eyes shall be provided within the work area.

PART 13: MOTORIZED EQUIPMENT AND POWER TOOLS

Machine Guarding

There will be a monthly safety inspection of machinery and equipment. All machinery and equipment must be kept clean and properly maintained. There must be sufficient clearance provided around and between machines to allow for safe operations, set up, servicing, material handling and waste removal. All equipment and machinery should be securely

placed and anchored when necessary to prevent tipping or other movement that could result in injury. One or more methods of machine guarding shall be provided on machines to protect from hazards created by points of operation, rotating parts, or flying chips or sparks. Machine guards shall not be altered or removed except for repair. Machines shall not be left running unattended. There must be a power shut-off switch within reach of the operator's position at each machine. Electrical power to each machine shall be capable of being locked out for maintenance, repair or security. Foot-operated switches shall be guarded and/or arranged to prevent accidental actuation by personnel. Manually operated valves and switches controlling the operation of equipment and machines must be readily accessible. Pulleys and belts, which are within 7 feet of the floor or working level, must be properly guarded. If the whipping action of a broken belt located more than 7 feet of the floor or working level could potential contact someone working near the belt, it needs to be guarded. Moving chains and gears must be properly guarded.

The machinery guards must be secured and arranged so they do not present a hazard. If the machinery is cleaned with compressed air, the air must be pressure controlled and personnel protective equipment or other safeguards must be used to protect operators and other workers from eye and bodily injury. Fan blades should be protected by a guard having openings no larger than 1/2 inch when operating within 7 feet of the floor. Defective tools or equipment shall be immediately reported to the Supervisor and not be used. It is your responsibility, as the operator of any machine, to ensure the necessary safety precautions are taken before using the machine.

Abrasive Wheel Equipment

The work rest used should be kept adjusted to within 1/8 inch of the wheel. The side guards should cover the spindle, nut and flange and 75 percent of the wheel diameter. All protection guards shall be in place and in good repair. Bench and pedestal grinders should be permanently mounted. Safety goggles and/or a face shield shall be used when grinding or when in close proximity to grinding operations. The maximum RPM rating of each abrasive wheel should be compatible with the RPM rating of the grinder motor. Wheels shall be allowed to develop full operating speed for at least one minute after installation before use. Work shall be applied gradually to a cold wheel to reduce chances of breakage. Grinder bearings shall be kept properly oiled. Grinding wheels shall be examined monthly for possible cracks or damage. Each grinder should have an individual on and off control switch. The on/off switch should be easily accessible anytime you operate the machine. Each electrically operated grinder shall be effectively grounded. Do not defeat the grounding mechanism, especially by using non-three prong plug adapters. Visually inspect and "ring test" new abrasive wheels. The work area around a grinder must be kept clean at all times.

Air/Jack Hammers

Areas of operation should be cordoned off from public access. Air tools and machinery shall be operated in a manner to avoid endangering personnel or property from flying material. Air hoses and connections shall be inspected monthly and before each use. The operator shall wear eye and hearing protection and any other proper personal protective equipment as needed. Protective footwear is required such as steel-toed boots or leather work boots with metatarsal protection.

Mowers & Line Trimmers

Mowers shall be examined before use for condition of blades, gears, and for leaks. Mowers shall be equipped with discharge chute guards and rear flap guards. Whenever possible, operators should mow so the discharge is away from individuals and parked vehicles. Areas to be mowed shall be inspected for wires, sticks, and miscellaneous objects, which shall be removed before mowing. Mowers shall be refueled only with the engine off and cooled. In starting a mower, keep hands and feet clear of moving parts. The mower operator shall warn bystanders of the potential danger of flying objects. Mowers shall not be left unattended with the engine running. Operators should wear proper shoes and no loose clothing. Safety glasses or other eye protection shall be worn. A hand mower should be steered across slopes, never up and down. A riding mower should be driven appropriately, taking into consideration the terrain and per manufacturer's instructions.

Chain Saws

Operators must follow the manufacturer's recommendations whenever using a chain saw. Operators shall inspect the condition of the bar, guards, chain, and muffler before using the chain saw. Chain saws shall be maintained in a sharp and well-lubricated condition. Refueling should be done in an area free of flammable materials with the engine off and cooled. Wood to be cut should be visually examined for nails and hazardous objects. Cutting should be done at an angle rather than directly overhead. Chain saws shall be held with both hands during use. The operator shall wear leather chaps, a hard hat, hearing and eye protection and a face shield in addition to any other personal protective equipment deemed necessary by a supervisor.

Hand Tools

The Fall River County Highway Department provides hand and powered portable tools that meet accepted safety standards. A damaged or malfunctioning tool must not be used; it must be turned in for servicing and a tool in good condition obtained to complete the job. Employees must use the correct tool for the work to be performed; if they are unfamiliar with the operation of the tool, they must request instruction from their Supervisor before starting the job. Supervisors are responsible for ensuring that their subordinates are properly trained in the operation of any tool that they are expected to operate. An employee is not permitted to use a power-actuated tool unless instructed. Hand tools shall be maintained in good condition. Wrenches, including adjustable channel locks, vise grips, pipe wrenches, and socket wrenches, shall not be used to the point that slippage occurs. Impact tools such as drift pins, wedges, and chisels shall be kept free of mushroomed heads. The wooden handles of tools shall be kept free of splinters and cracked handles replaced before use. Hand and power tools shall be stored in the proper manner.

Ladders

Do not use chairs, boxes or other objects in lieu of approved ladders. Ladders must be in good condition, made of suitable material, of proper length and of the correct type for the use intended. Ladders shall be inspected before use for warping, cracks, loose rungs, sharp projections and general conditions. Damaged ladders must never be used; they should be repaired or destroyed. Ladders used near electrical equipment must be made of a nonconducting material. Keep ladders at least 10 feet away from overhead power lines. Stored ladders must be easily accessible for inspection and service, kept out of the weather and away from excessive heat, and well supported when stored horizontally. A portable ladder must not be used in a horizontal position, as a platform, or runway, or by more than

one person at a time. A portable ladder must not be placed in front of doors that open toward the ladder or on boxes, barrels, or other unstable bases. Ladders must not be used as guys, braces, or skids. The height of a stepladder should be sufficient to reach the workstation without using the top or next to the top steps. A stepladder should be held by at least one employee when another employee is working 10 feet or more above the ground surface. Stepladder legs shall be fully spread when the ladder is in use. Bracing on the back legs of stepladders must not be used for climbing. Remember the 4-to-1 rule: Place the base of the ladder 1 foot from the wall for every 4 feet between the base and the support point. For example, if it is 8 feet from the base of a ladder to its support point, the base of the ladder should be 2 feet away from the building. Portable straight ladders and extension ladders shall not be used without non-skid bases. Ladders must be ascended or descended facing the ladder with both hands free to grasp the ladder. Always maintain at least 3-points of contact. Remember the "Belt Buckle Rule"; your belt buckle should never extend behind the side rail of a ladder. Tools must be carried in a tool belt or raised with a hand line attached to the top of the ladder. Extension ladders should be tied in place to prevent sideslip. On two-section ladders up to 36 feet, allow a minimum lap of 3 feet. Extend extension ladders at least 3 feet above a support point such as the edge of a roof.

Portable Jacks/Hoisting Equipment

Hoists shall automatically stop and hold any load up to 125 percent of its rated load. Check this periodically under controlled conditions. Make sure that the rated load of each hoist is legibly marked and visible to the operator. Stops shall be provided at the safe limits of travel for trolley hoists. The controls of hoists shall be plainly marked to indicate direction of travel or motion. Hoist chains or ropes must be of sufficient length to handle the full range of movement for the application, while maintaining two full wraps on the drum at all times. It is prohibited to use chains or rope, cable or slings that are kinked or twisted. The operator should avoid carrying loads over people. Rigging equipment and jacks shall be inspected prior to use to ensure that they are safe. Hydraulic jacks/ hoisting equipment showing any evidence of leakage should not be used. The maximum lifting capacity shall be labeled on jacks/hoists and this limit shall not be exceeded. Hoisting equipment shall be inspected monthly and properly maintained as per manufacturer's recommendations.

Scaffolding

Rolling scaffolds must maintain a 3:1 height to base ratio. The footing or anchorage for a scaffold must be sound, rigid, and capable of carrying the maximum intended load without settling or displacement. Unstable objects: such as barrels, boxes, loose brick, or concrete blocks must not be used to support scaffolds or planks. No scaffolding may be altered. Scaffolds and their components must be capable of supporting at least two times the maximum intended load without failure. Damaged scaffolds shall not be used. Guard rails and toe boards must be installed on all open sides and ends of scaffolds and platforms more than 10 feet above the ground or floor. Proper barricading around the work area will be used to prevent injury from falling objects.

Aerial Lift/Clam/Boom

Before using the equipment, the operator shall visually inspect the boom and outriggers. The person who will be working from the bucket shall set the outriggers. The outrigger shall be set whenever the boom/clam is used. Outriggers shall sit on stable surfaces. When lowering outriggers a visual check is needed for person(s) or obstructions that may impair the safe setting of the outriggers. The micro brake or brake should be set after the aerial lift is spotted

and the outrigger set. There shall be a minimum of two people on site when the aerial lift is in operation. Appropriate barricades shall be used. A visual check for power lines or other obstructions before use is mandatory. The operator shall wear a full body harness equipped with a lanyard when working from the bucket. A full body harness is not required when operating an aerial lift as long as the guardrails are in place and the operator stays inside the lift with their feet remaining on the floor. Buckets or clams must not be used if the weight or capacity is over the manufactures recommendations.

Spray Painting Procedures

In any spraying operation there should be adequate ventilation before starting any spraying job. As to the conditions of the area where the spray job is to be done, consideration should be taken before beginning work. If the area is enclosed, does it require mechanical ventilation? If mechanical ventilation is provided when spraying in enclosed areas, air should not be recirculated so as to avoid contamination. There should be adequate space and ventilation for all drying areas. Also in an enclosed area, spray operations must be at least 20 feet from flames, sparks, operating electrical motors, and other ignition sources. There shall be no open flame or spark-producing equipment in the spraying areas. The spray area should be free of any hot surfaces. If portable lamps are used to illuminate the spray areas, they must be approved for the location and suitable for use in a hazardous location. ANSI approved respiratory equipment will be provided and must be used when appropriate during spraying operations. If a spraying booth is used for the spraying operation, it must be made of metal, masonry or other noncombustible material. Make sure that "NO SMOKING" signs are posted in spray areas, paint rooms, paint booths, and paint storage areas and the proper fire extinguishers are available.

Exits shall be unobstructed from the spraying area. Spray booths must be ventilated. The spraying area should not be allowed to accumulate or build up waste materials. Booth floors, ducts, access doors and baffles must be easily cleaned and noncombustible. Lighting fixtures for both outside and inside the spray booth must be enclosed in clear see-through sealed panels. Electric motors for exhaust fans must be placed outside the booth. Drying apparatus should be located in a well-ventilated area in the booth and properly grounded. Protective aprons or clothing used during spraying operations shall be properly stored when not in use. Quantities of flammable and combustible liquids in excess of one day's supply should be stored in appropriate storage cabinets.

Forklifts

Only authorized and certified personnel shall operate lift trucks. Employees who operate forklifts shall attend forklift training once every 3 years. Refresher training will be required if an operator has been observed operating a forklift in an unsafe manner or if the operator has been involved in an accident and/or a near-miss incident. Operators shall perform a visual inspection prior to the operation of the forklift. Only the operator shall ride in or on the forklift. Seatbelts shall be worn by the forklift operator at all times while operating the equipment. Persons shall not stand under or pass under the elevated portion of the forklift whether loaded or empty. When leaving a powered forklift unattended: the load shall be lowered, controls neutralized, power shutoff and brakes set. Wheels should be blocked if the forklift is parked on an uneven surface. An unload rack extension shall be used whenever necessary to minimize the possibility of the load from falling rearward. Grades shall be ascended or descended slowly. When ascending or descending grades, loaded forklifts shall be driven

with the load upgrade. Unloaded forklifts should be operated on all grades with the load engaging means downgrade. On all grades, the load and load engaging means shall be tilted back if applicable and raised only as far as necessary to clear the surface. Under all travel conditions, forklifts shall be operated at a speed that will permit them to be brought to a stop in a safe manner. The driver shall slow down during low traction situations. Stunt driving and horseplay will not be tolerated. Dock boards or bridge plates should be properly secured before they are driven over and the capacity not exceeded. When negotiating turns, speeds should be reduced to a safe level while turning the hand steering wheel in a smooth sweeping motion. Only stable or safely arranged loads shall be handled. Caution should be exercised when handling off-center loads, which cannot be centered. Only loads within the rated capacity of the forklift shall be handled. Load engaging means should be placed under the load as far as possible. The mast shall be carefully tilted backward to stabilize the load. Fuel tanks shall not be filled while the engine is running.

Welding and Cutting

Use care in handling and storing cylinders, safety valves, and relief valves to prevent damage. Inspect connections on cylinders for leakage with a soap and water mixture. Cylinders, cylinder valves, couplings, regulators, hoses and apparatus must be kept free of oily or greasy substances. Cylinder and torch valves shall be securely closed when not in use. Always open the cylinder valve slowly. Precaution must be taken to prevent mixture of air or oxygen with flammable gases, except at a burner or in a standard torch. Only approved apparatus (torches, regulators, pressure-reducing valves, acetylene generators, manifolds) may be used. Cylinders must be kept away from sources of heat. Cylinders shall be stored in an upright position. Cylinders shall either be mounted on a portable cart or chained to the permanent structure. Cylinders shall be capped and be upright during transportation. Appropriate means of securing the cylinders must be used during transportation. Cylinders not in use shall be stored 20 feet apart and away from welding areas or other combustible processes. It is prohibited to use cylinders as rollers or supports. Empty cylinders must be appropriately marked, their valves closed and valve-protection caps on. Signs reading: DANGER-NO SMOKING, MATCHES, OR OPEN LIGHTS, or equivalent must be posted. Care must be taken not to drop or strike cylinders. Unless secured, all regulators must be removed and valve-protection caps put in place before moving cylinders. Defective valves shall be labeled "defective" and shall not be opened by force. All cylinders without fixed hand wheels must have keys, handles, or non-adjustable wrenches on stem valves when in service. Liquefied gases must be stored and shipped valve-end up with valve covers in place. Before a regulator is removed, the valve must be closed and gas released from the regulator. Red is used to identify the acetylene (and other fuel-gas) hose, green for oxygen hose, and black for inert gas and air hose. All pressure-reducing regulators must be used only for the gas and pressures for which they are intended. Hoses shall be inspected monthly and only those in good condition without leaks shall be used. Flashback arrestors must be installed and properly maintained.

Hoses shall be stored in a manner to prevent tripping hazards and damage to hose. Suitable fire extinguishing equipment must be available for immediate use before starting to ignite the welding torch. The open circuit (No Load) voltage of arc welding and cutting machines must be as low as possible and not in excess of the recommended limits. Grounding of the machine frame and safety ground connections of portable machines must be checked. Electrodes must be removed from the holders when not in use. The welder is strictly forbidden to coil or loop the welding electrode cable around his/her body. Welding cables

shall be tied off to a secure location in the event of welding above or below ground level. Electrode lead cables must be inspected before use for wear and damage, and replaced as needed. All connecting cable lengths must have adequate insulation. When the object to be welded cannot be moved and fire hazards cannot be removed, heat shields must be used to confine heat, sparks and slag. All combustible floors must be kept wet, covered by damp sand, or protected by fire-resistant shields. When floors are wet down, personnel should be protected from possible electrical shock. When welding is done on metal walls, precautions must be taken to protect combustibles on the other side. When completed on wall welding, check for proper wall cooling before leaving the structure. Before hot work is begun, used drums, barrels, tanks and other containers must be so thoroughly cleaned that no substances remain that could explode, ignite, or produce toxic vapors. It is required that eye protection helmets, hand shields, and goggles meet appropriate standards. Employees exposed to the hazards created by welding, cutting, or brazing operations must be protected with personal protective equipment and clothing. Check for adequate ventilation where welding or cutting is performed.

Tree Trimming Operations

Proper barricading and warning signs shall be used to protect employees and the public. Vehicles and personnel not involved in trimming operations shall be clear of the area. Be sure clear ground is barricaded if the aerial truck is used to transport tree limbs. Site personal shall determine whether an electrical hazard exists before climbing, trimming, or performing any work in the trees and shall make a visual inspection. Employees shall wear personal protective clothing appropriate to the work location and conditions. Gasoline powered equipment shall be refueled only after it has been stopped and cooled. Any spilled fuel shall be removed from equipment before restarting. Tree trimming equipment shall be maintained in good condition. Ropes should be coiled when not used and shall be inspected before use. Saws shall be secured to prevent falling while being used from an aerial lift. Partially sawed-through limbs shall not be allowed to remain in the tree. Decide exactly how the limb shall be grasped to avoid sharp edges, splinters, and splinters that might cause injury. Employees are not allowed to trim trees from the bucket of a front-end loader.

Chipper

Operators must follow the manufacturer's recommendations for operating this equipment. The work area of the chipper shall be protected from traffic and from the public. Foreign materials such as stones, nails, sweepings, etc., shall not be fed into the chipper. Inspect the material to be chipped before work begins. Access panels for maintenance and adjustments shall be closed and secured prior to operation of brush chippers. Chipper blades should be tight and clear of any debris before the engine is started. Disengage the clutch before starting the chipper. Arms, legs, and tools shall not be used to clear the chute. Employees shall wear personal protective clothing appropriate to the work location and conditions. The engine should be turned off when the chipper is not in use or is unattended. Gasoline powered equipment shall be refueled only after it has been stopped and cooled.

PART 14: CHEMICAL SAFETY, HAZARDOUS MATERIALS/ CHEMICALS

Hazard Communication Program

The purpose of this program is to ensure that the hazards of all chemicals used by employees are known, and that information concerning their hazards is transmitted to

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affected employees within the working environment. This transmittal of information is to be accomplished by means of employee training programs, which are to include container labeling, Safety Data Sheets, employee rights, and other training deemed applicable.

The hazardous communication program shall consist of the following programs.

1. Hazardous Material Labeling:
 - A. The employee receiving the new substance will assure that each container of hazardous substances in the work place is labeled with the chemical name and appropriate hazard warning.
 - B. Containers of ten (10) gallons or less in volume, in which an employee is transferring a toxic substance mixture from labeled containers and which is intended for immediate use of the employee making the transfer, are exempt from such labeling.
2. Safety Data Sheets (SDS):
 - A. The employee purchasing or receiving a new hazardous substance will be responsible for obtaining Safety Data Sheets for each hazardous substance. Each employee purchasing or ordering a hazardous substance will not obtain or bring on site the hazardous substance until the Safety Data Sheets are obtained. If ordering, instruct the seller to send the Safety Data Sheets by fax or with the shipment, and that the material will not be accepted in shipment until the Safety Data Sheet is obtained. Always replace old Safety Data Sheets with new Safety Data Sheets as they are obtained.
 - B. Each employee will review Safety Data Sheets on any new hazardous substances before using them.
 - C. Safety Data Sheets shall be accessible to employees 24 hours per day in a highly visible manner for review by employees when utilizing hazardous substances.
 - D. One person shall be designated to organize and maintain quarterly inspections of Safety Data Sheets.
 - E. Training shall be provided to insure employees using Safety Data Sheets knows how to read them for specific emergency information.
3. Storage of Hazardous Materials:
 - A. Hazardous materials shall be contained in approved storage in accordance to the specific hazard they may present. (Example: Flammable, corrosive, explosive, etc.)
 - B. Proper methods of transferring toxic substances from stored containers shall be used (Example: proper protection for specific hazardous materials, proper ventilation.)
 - C. A spill clean-up kit shall be kept in the area of storage of hazardous substances.
 - D. An appropriate fire extinguisher(s) shall be placed in a readily accessible place and located near where flammable materials are stored.
4. Building Hazards:
 - A. Visible signs will be posted on or near the entrance of buildings that have, or may have, hazardous substances.
 - B. Signs will indicate: health hazard (BLUE), flammability (RED), or reactivity (YELLOW) levels of substances contained inside building. A rating of 1, 2, 3, or 4 indicates these levels. The number one (1) indicates the lowest level of hazard, increasing to four (4), which is the highest level of hazard.

- C. Entrance hazard signs will also list on a white patch specific chemical hazards such as acids, corrosive, alkali, oxidizer, radioactive, or use no water.
- 5. Written Program for Hazardous Materials:
 - A. Safety training on hazardous communications relating to substances that are to be applied or create a work environment that may contain exposure to large quantities of hazardous substances. (Example: Pesticides enclosed areas of application.)
 - B. Contracted work exposed to hazardous substances on the work site shall be informed to the specific hazards the individual work-site shall contain.
 - C. Employees shall use the proper procedure for the chain-of-command to implement procedures in a non-standard hazardous substance exposure situation.
 - D. General emergency training shall be provided for injuries, illness, spills or fire/explosions. Examples of these general emergencies are eye contact and treatment, ingestion and treatment of acids vs. alkalis; correct fire extinguishers for specific type of fires, and methods for containing larger chemical spills.

PART 15: HERBICIDE, PESTICIDE SPRAYING

The applicator shall be certified in the application of the herbicide or pesticide in which they are applying. Read all sections of the SDS and labeling before opening the chemical. The chemical labeling and SDS contains precautions and instructions that you must follow in order to use the product safely and appropriately. Always keep clothing, food, drinks, chewing gum, tobacco products, and other belongings away from where weed and pesticide chemicals are stored or handled. When you take a break, wash your gloves on the outside, remove your gloves, wash your hands and face thoroughly. Be aware of situations where you may be exposed to weed or pesticide chemicals on the job. Always protect yourself when mixing, loading, applying, cleaning, repairing, transporting, and disposing a weed chemical or pesticide. The applicator shall be aware of the possible drifting of the chemicals and adjust the application as necessary. Have a first aid kit on hand. Keep a spill clean-up kit on hand at all times. The kit should contain all equipment necessary for spill clean-up or containment. Personal Protective Equipment shall be worn.

PART 16: TRENCH SAFETY

The Fall River County Highway Department will conduct periodic training sessions on cave-in protection and trench safety. A trench is a narrow excavation in which the depth is greater than the width and the width is not greater than 15 feet. There shall be a top person when a Fall River County Highway Department employee enters the trench. Trenches over 5 feet in depth shall either be sloped and/or benched, shored, shielded or otherwise supported. Trenches fewer than 5 feet in depth where conditions are unstable, shall either be sloped, shored, sheeted, braced, or otherwise supported. Whenever an excavation is 4 feet deep or more, ladders or steps shall be provided. Trench workers shall have a means of egress within 25 feet. Trench shields (trench box) are steel or aluminum structures used for protecting workers while performing their duties within a trench. Fall River County Highway Department employees may refuse to enter any trench, which he/she has reasonable cause to believe

unsafe. An exception may exclude grave digging under certain circumstances and under the supervision of the Department Head and with consultation with Safety Committee.

PART 17: CONFINED SPACE ENTRY

The dangers of hazards that cannot be easily seen, smelled, heard, or felt can represent a deadly risk to persons working in confined areas. The chance always exists that a reduced oxygen level or those combustible or toxic gases may be present in these areas. Confined spaces are defined to include but are not limited to: manholes, sanitary and storm sewer lines, wet wells, meter pits and tanks. A dry well in which the ventilation system has not operated for a length of time should also be considered a confined space. Under certain circumstances a storm sewer will also fall into this category. This procedure has been established for use by the Fall River County Highway Department to prevent worker exposure to dangerous air contamination and/or oxygen deficiency. No employee shall enter a confined space until the atmosphere has been determined to be safe by testing with an approved gas meter to ensure the air quality is within safe levels. If a permit-required confined space is going to be entered, a minimum of 2 employees must be present. One employee will be the entrant and the other employee will serve as the attendant. Both the entrant and attendant shall be properly trained on confined space safety. The entrant shall be equipped with the proper personal protective equipment including a hard hat, gloves and safety glasses. The entrant shall wear an ANSI approved safety harness and always be attached to a rescue tripod while inside the confined space.

PART 18: FALL PROTECTION

Work on raised platforms, ladders or other elevated work locations creates the risk of serious injury. Appropriate fall protection in the form of railings, barriers or personal fall protection harnesses will be used anytime work is performed 4 feet above normal grade or finished floor.

PART 19: PERSONAL HYGIENE

Possible hazards include the waterborne diseases such as Typhoid Fever, Para-Typhoid Fever, Dysentery, Infectious Jaundice, Hepatitis, and Tetanus. The best defense against infection is the practice of good personal hygiene. Hands and fingers should be kept from the nose, mouth, eyes and ears. Rubber gloves shall be worn for work in which an employee comes in direct contact with a potential infectious material. Gloves should be worn when hands are chapped, burned, or when the skin is broken from any other cause. Hands should be thoroughly washed with soap and water before eating or smoking. Fingernails should be kept short and foreign materials should be removed from the nails with a stiff, soapy brush. Small cuts and scratches should be given first aid and covered as necessary. Wash your gloves on the outside, remove your gloves, and wash your hands and face thoroughly after possible contact with an infectious substance.

PART 20: TRAFFIC CONTROL

A Traffic Control Work Area Plan outlining proper procedures for traffic control shall be set up by a Foreman following the standards outlined in Part VI of the "Manual on Uniform Traffic Control Devices" (MUTCD). Every Fall River County Highway Department employee involved with work in or near traffic shall be familiar with the best type of traffic control for the situation. Work site crews shall wear ANSI approved colored vests or clothing. Give drivers time to act responsively. Drive through the traffic control you've set up to check it from the driver's perspective. Traffic must be clearly directed around the work area. Lane reduction signs shall be posted well in advance to give motorists ample time to change lanes. Give drivers early warning in congested areas or where the roadwork is obstructed. Warning signs must be highly visible and kept clean. Don't confuse drivers with contradictory signs or markings. Maintain credibility with drivers by doing what your signs say. When reducing traffic lanes, the channeling devices should produce a formula of: $\text{length} = \text{speed} \times \text{width}$ (for speeds 45 M.P.H. or greater) and: $\text{length} = \text{speed} \times \text{width over } 60$, (for speeds 40 M.P.H. or less).

STATEMENT OF RECEIPT AND INSPECTION

I, _____, hereby acknowledge receipt of one copy of Fall River County Highway Department's Safety Manual. It is my responsibility to read and ask questions regarding the policies and procedures contained in the Safety Manual. I also understand that it is my responsibility to follow the Fall River County Highway Department Safety Manual.

Signature _____

Disclaimer:

This sample manual is provided for guidance only. The provided information - policies, procedures, samples, examples, and guidelines - while authoritative, is not guaranteed for accuracy and legality.

APPLICATION FOR PERMIT TO OCCUPY COUNTY HIGHWAY RIGHT-OF-WAY

TO: THE BOARD OF COUNTY COMMISSIONERS

DATE: 9/9/2021

FALL RIVER COUNTY,
HOT SPRINGS, SOUTH DAKOTA

Application is hereby made by Golden West Telecommunications, South Dakota for permit to occupy highway right-of-way located from: North of the intersection of the driveway road to 27686 Red Canyon Road

To: a new vault to be placed approximately 140' north of vault set at driveway.

AERIAL FACILITIES: Location, type and size of the proposed line and anchors with respect to the centerline of the road or outer edge of the right-of-way and location of crossings showing any right-of-way are shown on Exhibit "A" (Sketch) attached.

UNDERGROUND FACILITIES: A sketch showing the approximate route and location of the proposed facility for which a permit is hereby requested is attached as Exhibit "A" and made a part hereof.

The following information is pertinent to the proposed installation:

1. Intended usage or rating: to provide service to the residence at 27686 Red Canyon Rd
2. Pipe size, cable size and type: Cable: BFO 96
3. Outside diameter: Cable: 0.63" O.D.
4. Maximum pressure at which pipeline will be operated: N/A
5. Size and Type of metal casing: N/A
6. Minimum depth of cable or pipeline: 36"
7. Casing will be installed by minimum size boring and will extend from toe of in-slope to toe of in-slope.
8. This installation will comply with the most recently adopted ASA, Code for Gas Transmission and Distribution Pipe systems or the National Safety Code. Marker sign(s) will be installed where appropriate.

The installation and maintenance of said utility facilities will not interfere with or impair construction, maintenance or use of any highway and will comply with all safety regulations of the State and Federal Government. When trenching is done on County R.O.W. the trenches must be tamped to avoid any settlement.

Future adjustments and maintenance will be in accordance with State and Federal Laws and Regulations and will be performed at not cost to the County or the Federal Government.

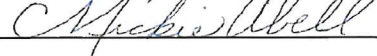
APPROVED _____ 20 ____

County Chairman

County Auditor

SUBMITTED 9-Sep 20 21

Golden West Telecommunications

By  Mickie Abell

Right-of-Way Specialist
Title



AS BUILT BY:	Date:	
Drawing Not To Scale		
Sheet	1	of 1

State: South Dakota
County: Fall River
Range: 3E
Twp: 7S

CAUTION: BURIED FACILITIES MAY BE PRESENT. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR LOCATING PRIOR TO CONSTRUCTION.

FALL RIVER COUNTY HIGHWAY DEPT

CREATE DATE: 10/04/2021

FIXED ASSET

PAGE: 1 OF 1

General Information	
CATEGORY: EQUIP	FIXED ASSET ID: 0908
DESCRIPTION: 2015 CAT GRADER	MODEL: 140M3 AWD B
SERIAL NBR: N9J00203	LOCATION: HS
Purchase Information	
FINANCE ID:	ACQUIRE COST: 279,799.00
PAYMENT: 279,799.00	BALANCE DUE: 0.00
ACQUIRED DATE: 02/09/15	
FUND CODE: 311	OBJECT CODE: 700
VENDOR CODE: B2350	VENDOR NAME: Butler Machinery
INVOICE NUMBER: 02092015	INVOICE DESCRIP:
INVOICE DATE: 2/9/2015	
Additional Information	
ADDITIONAL COST: 0.00	TOTAL COST: 279,799.00
Depreciation Information	
START DEP DATE: 02/09/15	DEPREC PRICE: 279,799.00
SALVAGE VALUE: 135,000.00	EST LIFE YEARS: 7.00
DEP PER YEAR: 20,685.57	DEP PER DAY: 56.63401
General Comments	
1. NO BUY-BACK AGREEMENT	
2. WARRANTEED FOR 7 YEARS, 7500	

NOTICE TO BIDDERS
CRUSHED GRAVEL OR STONE SURFACING

Sealed bids will be opened and considered at the office of the Fall River County Commissioners in the County Courthouse, Hot Springs, South Dakota on the 7th day of October, 2021, at 10:00 a.m.

For Crushing and Stockpiling of 30,000 Ton of Crushed Gravel or Stone Surfacing at the following site location:

Section 16, Township 8S, Range 5E, or within 5 miles of Sheps Canyon Road.

With a completion date for the crushing and stockpiling of material to be: May 15, 2022. Royalties on material involved in this project will be paid by the Contractor and included in the bid price.

Bid specifications/contract will be furnished by the Fall River County Highway Department Office, 27518 Cascade Rd, P.O. Box 939, Hot Springs, South Dakota 57747. Bids shall be submitted to the Auditor's Office, 906 N. River Street, Hot Springs, South Dakota, 57747. Bids shall be submitted before 10:00 a.m. on October 7th, 2021, in duplicate, in a sealed envelope, clearly marked on the outside with the Item Bid and the time and date of Letting.

The **General Specification/Contract should also be signed and returned to accompany the bid.** (These can be obtained at the Fall River County Highway Dept. or mailed to Bidders upon request at 605-745-5137). The Successful Bidder will then be mailed a copy of this Contract once signed by the Fall River County Commission and Fall River County Auditor.

All bids must be accompanied by a cashier's check or a bank draft on a State or National Bank, in the amount of 5% of the gross amount of bid, or a bid bond in the amount of 10% of the gross amount of the bid. All checks must be made payable to the Fall River County Treasurer. Checks of the unsuccessful bidders will be returned forthwith. The check of the successful bidder will be released upon completion of the contract.

The Board of County Commissioners of Fall River County reserves the right to accept or reject any or all bids and to waive any informalities or irregularities and to accept the bid which they deem to be in the best interest of Fall River County.

Sue Ganje
Fall River County Auditor

Published twice at the total approximate cost of _____.

GENERAL SPECIFICATIONS AND CONTRACT

SCOPE OF CONTRACT:

This specification provides for the supply and stockpiling of 30,000 Ton of crushed Gravel or crushed stone in the grade and quantities indicated furnished in accordance with this solicitation.

PIT QUARRY AND STOCKPILE SITE:

Said material to be stockpiled in Fall River County, said material to be stockpiled in the area of:

Section 16, Township 8S, Range 5E, or within 5 miles of Sheps Canyon Road.

CRUSHED GRAVEL AND STOCKPILING

DESCRIPTION:

This shall consist of crushed gravel or crushed stone and filler, in the gradations indicated and Stockpiled on a prepared bed at the location listed above. Gradations of each designated size of aggregates shall be obtained by crushing, screening and blending processes as may be necessary and shall be in conformity to the percentages shown in applicable table.

Granular material of which 30% of the particles retained on the No.4 sieve shall contain one or more fractured faces.

The County shall perform certified tests in accordance to AASHTO T-27. The portion of the filler, including blended filler, shall have a plasticity index of not more than 12 or less than 4 as determined by AASHTO Method T-90

Service Gravel Specification By dry weight Passing	Modified to Minimum and I. Of 6
¾ inch sieve	100%
No. ½ inch sieve	
No. 4 sieve	50% to 78%
No. 8 sieve	37% to 67%
No. 40 sieve	13% to 35%
No. 200 sieve	4% to 15%
P.I.	Min 4% to Max 12%

FILLER FOR BLENDING:

If filler, in addition to that naturally present in the material, is necessary for meeting the grading requirement or for the satisfactory bonding of the material, it shall be uniformly blended with the

material at the screening and crushing plant. The material for such purpose shall be free from hard lumps and shall not contain more than 15% of material retained on a No. 4 sieve.

STOCKPILE AGGREGATE:

The floor for the stockpile shall be comparatively uniform in cross section. The completed stockpile or stockpiles shall be neat and regular in form.

INSPECTION AND ACCEPTANCE:

Inspection of material for conforming to the specifications will be performed by the County at their discretion. **Material not meeting specifications will be rejected.**

COMPLETION:

Contract shall be completed by May 15, 2022. If extra work is ordered by the County the completion date may be extended by an agreement between the Contractor and the County.

BOND (S) REQUIREMENT:

Bidders are required to submit a cashiers check or a bank draft on a State or National Bank, in the amount of 5% of the gross amount of bid, or a bid bond in the amount of 10% of the gross amount of the bid made payable to the Fall River County Treasurer. The checks or bonds of the unsuccessful bidders will be returned forthwith. **The Contractor must also furnish a performance bond in an amount equal to the contract price.**

LIQUIDATED DAMAGE:

The Contractor will be granted reasonable time extensions if necessary by County Superintendent, although liquidated damages will be assessed in the amount of Five Hundred Dollars (\$500.00) per day (using a 5 day work week) for each day the work is not completed as set forth.

METHOD OF MEASUREMENT:

The tonnage of crushed gravel or crushed stone to be paid for shall be the number of tons of material, including filler, placed and accepted in an approved stockpile. Measurement shall be on the basis of weight scale tickets issued by the responsible designated Government Scale man on the job site. **OR** the contractor may stockpile said material and weight will be derived from measurement of authorized stockpiles by a State Engineer approved by the County or an Engineer agreeable to both parties. **OR** a belt scale may be used for determining tonnage if approved by the County.

PIT LICENSE:

The Contractor will be responsible for licensing the pit unless the County currently licenses the pit.

BASIS OF PAYMENT:

The tonnage of material, determined as provided above shall be paid for at the contract unit price per ton for “Crushed Gravel or Crushed Stone Surfacing” of the grading called for in the bid schedule, which price and payment shall constitute full compensation for crushing and stockpiling approved material. Payment for the Royalty (if any) on the material involved in this project will be paid by the Contractor and included in the bid price.

OTHER AGREED TO STIPULATIONS: Between the Successful Bidder (Contractor) and Fall River County: Stock Pile allowed to remain on sight until depleted, _____

This Contract with the above specifications is entered into on this the 7th day of October, 2021 between Fall River County and _____ the successful bidder at the price of _____ per ton of Crushed Gravel or Crushed Stone Surfacing.

_____ and Fall River County
By _____ By: _____
_____ Chairman Board of County Commissioners

ATTEST: _____

Fall River County Auditor

FALL RIVER COUNTY COURTHOUSE

906 N. RIVER ST

HOT SPRINGS, SD 57747

PHONE: (605)745-5130, FAX (605)745-6835

BID: 7200 gallons of propane, request for Bid, to be delivered on 10/07/2021

Specifications: Propane is to be HD-5 grade, 90% or greater propane, preferably 95%

Propane, with other gases as per ASTM D-1835

DATE 09/30/2021

FROM: NELSON'S OIL & GAS

PHONE1(605)745-4189

BID FOR: 7200 gallons of propane, delivered to the County Courthouse.

AMOUNT OF BID (Including all applicable taxes and fees): \$1.80

AUTHORIZED SIGNATURE: 

DATE SIGNED: 10-4-21

NOTE: All bids must be received in the Fall River County Auditor's Office at the above address (faxed or hand delivered), before 9:00 am DATE 10/04/2021 to be considered, unless otherwise stated by the caller for bids.

If declining to bid please fax/return this form with the words: "decline today's bid" on the line designated for the Bid Amount.

Thank You

Dave Weishaupl, Maintenance Supervisor

Extralong hose required

FALL RIVER COUNTY COURTHOUSE

906 N. RIVER ST

HOT SPRINGS, SD 57747

PHONE: (605)745-5130, FAX (605)745-6835

BID: 7200 gallons of propane, request for Bid, to be delivered on 10/07/2021

Specifications: Propane is to be HD-5 grade, 90% or greater propane, preferably 95%

Propane, with other gases as per ASTM D-1835

DATE 09/30/2021

FROM: Mc Gas Propane

PHONE# 1(605)745-5959

BID FOR: 7200 gallons of propane, delivered to the County Courthouse.

AMOUNT OF BID (Including all applicable taxes and fees): \$1.89 per gallon

AUTHORIZED SIGNATURE: 

DATE SIGNED: 10-1-21

NOTE: All bids must be received in the Fall River County Auditor's Office at the above address (faxed or hand delivered), before 9:00 am DATE 10/04/2021 to be considered, unless otherwise stated by the caller for bids.

If declining to bid please fax/return this form with the words: "decline today's bid" on the Line designated for the Bid Amount.

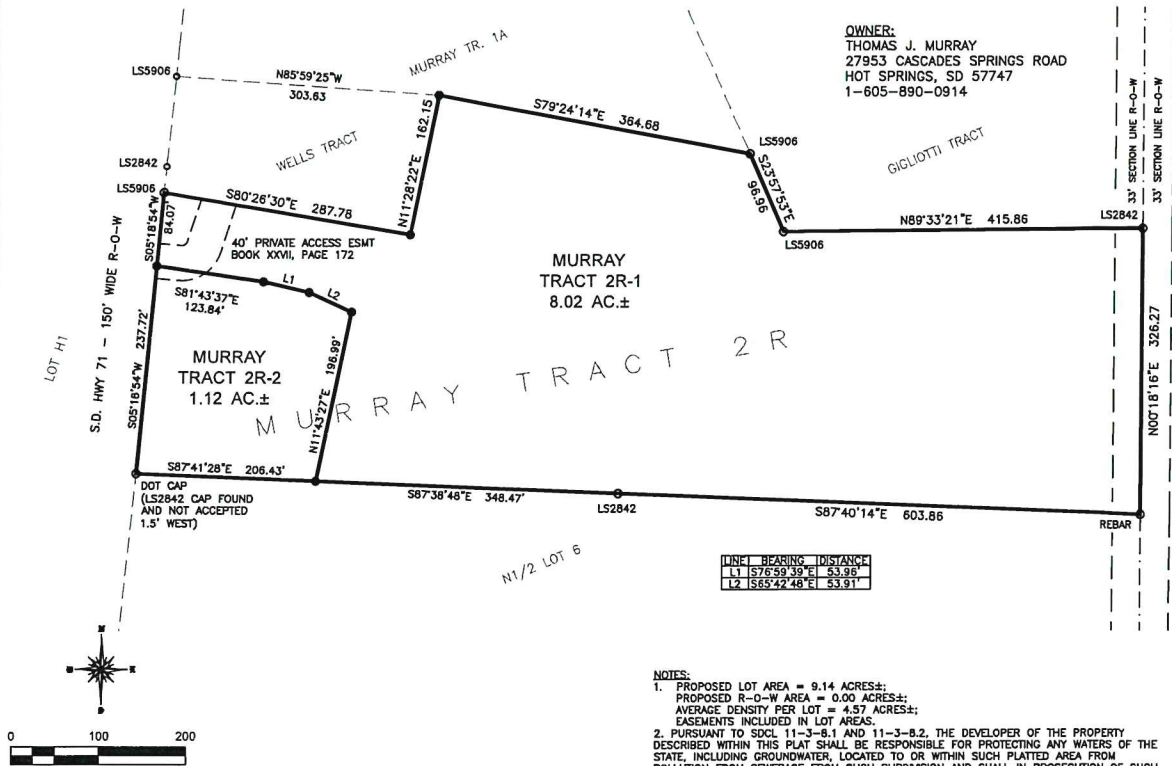
Thank You

Dave Weishaupl, Maintenance Supervisor

Extralong hose required

MURRAY TRACTS 2R-1 AND 2R-2 OF HOFFNER SUBDIVISION;
FORMERLY MURRAY TRACT 2R, LOCATED IN THE E½SE¼, SECTION 17,
T8S, R5E, BHM, FALL RIVER COUNTY, SOUTH DAKOTA

OWNER:
THOMAS J. MURRAY
27953 CASCADES SPRINGS ROAD
HOT SPRINGS, SD 57747
1-605-890-0914



LINE	BEARING	DISTANCE
L1	S76°59'39"E	53.96'
L2	S65°42'48"E	53.91'

NOTES:

1. PROPOSED LOT AREA = 9.14 ACRES±;
PROPOSED R-O-W AREA = 0.00 ACRES±;
AVERAGE DENSITY PER LOT = 4.57 ACRES±;
EASEMENTS INCLUDED IN LOT AREAS.
2. PURSUANT TO SDCL 11-3-8.1 AND 11-3-8.2, THE DEVELOPER OF THE PROPERTY DESCRIBED WITHIN THIS PLAT SHALL BE RESPONSIBLE FOR PROTECTING ANY WATERS OF THE STATE, INCLUDING GROUNDWATER, LOCATED TO OR WITHIN SUCH PLATTED AREA FROM POLLUTION FROM SEWERAGE FROM SUCH SUBDIVISION AND SHALL IN PROSECUTION OF SUCH PROTECTIONS CONFORM TO AND FOLLOW ALL REGULATIONS OF THE SOUTH DAKOTA DEPARTMENT OF ENVIRONMENTAL AND NATURAL RESOURCES RELATING TO SAME.
3. MURRAY TRACT 2R RECORDED IN BOOK XXVII, PAGE 220.
4. BASIS OF BEARING IS GODETIC NORTH BASED ON GPS SATELLITE OBSERVATION.

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS

STATE OF SOUTH DAKOTA COUNTY OF FALL RIVER
WHEREAS THERE HAS BEEN PRESENTED TO THE COUNTY COMMISSIONERS OF FALL RIVER COUNTY, SOUTH DAKOTA, THE WITHIN PLAT OF THE ABOVE DESCRIBED LANDS; AND IT APPEARING TO THIS BOARD THAT THE SYSTEM OF STREETS CONFORMS TO THE SYSTEM OF STREETS OF EXISTING PLATS AND SECTION LINES OF THE COUNTY; ADEQUATE PROVISIONS MADE FOR ACCESS TO ADJACENT UNPLATTED LANDS BY PUBLIC DEDICATION OR SECTION LINE WHEN PHYSICALLY ACCESSIBLE; ALL PROVISIONS OF THE COUNTY SUBDIVISION REGULATIONS HAVE BEEN COMPLIED WITH; ALL TAXES AND SPECIAL ASSESSMENTS UPON THE PROPERTY HAVE BEEN FULLY PAID; AND TH PLAT AND SURVEY HAVE BEEN LAWFULLY EXECUTED; NOW AND THEREFORE, BE IT RESOLVED THAT SAID PLAT IS HEREBY APPROVED IN ALL RESPECTS.
THIS ____ DAY OF _____, 20____.

CHAIRPERSON, FALL RIVER COUNTY BOARD OF COMMISSIONERS

CERTIFICATE OF COUNTY AUDITOR

I, FALL RIVER COUNTY AUDITOR, DO HEREBY CERTIFY THAT THE ABOVE INSTRUMENT IS A TRUE AND CORRECT COPY OF THE RESOLUTION ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF FALL RIVER COUNTY, SOUTH DAKOTA, AT A MEETING HELD ON THE ____ DAY OF _____, 20____.

FALL RIVER COUNTY AUDITOR

CERTIFICATE OF HIGHWAY OR STREET AUTHORITY

IT APPEARS THAT EVERY LOT HAS AN ACCEPTABLE APPROACH LOCATION ONTO A PUBLIC ROAD AND THE LOCATION OF THE INTERSECTION(S) OF THE PROPOSED SUBDIVISION ROAD(S) WITH EXISTING PUBLIC ROAD(S) IS HEREBY APPROVED.

HIGHWAY OR STREET AUTHORITY

OFFICE OF THE COUNTY DIRECTOR OF EQUALIZATION

STATE OF SOUTH DAKOTA COUNTY OF FALL RIVER
I, FALL RIVER COUNTY DIRECTOR OF EQUALIZATION, DO HEREBY CERTIFY THAT HAVE RECEIVED A COPY OF THIS PLAT.
DATED THIS ____ DAY OF _____, 20____.

FALL RIVER COUNTY DIRECTOR OF EQUALIZATION

OFFICE OF THE REGISTER OF DEEDS

STATE OF SOUTH DAKOTA COUNTY OF FALL RIVER

FILED FOR RECORD THIS ____ DAY OF _____,
20____ AT ____ O'CLOCK, ____ M., AND RECORDED IN DOC. _____.

FALL RIVER COUNTY REGISTER OF DEEDS

FEES: \$ _____

CERTIFICATE OF SURVEYOR

STATE OF SOUTH DAKOTA COUNTY OF LAWRENCE
I, BRADLEY LIMBO, REGISTERED LAND SURVEYOR NO. 11918 IN THE STATE OF SOUTH DAKOTA, DO HEREBY CERTIFY THAT AT THE REQUEST OF THE OWNER(S) LISTED HEREON I HAVE SURVEYED THAT TRACT OF LAND SHOWN, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE WITHIN PLAT IS A REPRESENTATION OF SAID SURVEY. EASEMENTS OR RESTRICTIONS OF MISCELLANEOUS RECORD OR PRIVATE AGREEMENTS THAT ARE NOT KNOWN TO ME ARE NOT SHOWN HEREON. IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND SEAL.

BRADLEY LIMBO, LS11918 DATE: _____

OWNER'S CERTIFICATE

STATE OF SOUTH DAKOTA COUNTY OF FALL RIVER
I, THOMAS J. MURRAY, DO HEREBY CERTIFY THAT I/WE ARE THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON, THAT THIS PLAT WAS MADE AT MY/OUR REQUEST AND THAT I/WE DO APPROVE THIS PLAT AS HEREON SHOWN AND THAT DEVELOPMENT OF THIS PROPERTY SHALL CONFORM TO ALL EXISTING APPLICABLE ZONING, SUBDIVISION, EROSION AND SEDIMENT CONTROL REGULATIONS.
DATED THIS ____ DAY OF _____, 20____.

OWNER: _____
ADDRESS: 27953 CASCADES SPRINGS ROAD, HOT SPRINGS, SD 57747

ACKNOWLEDGMENT OF OWNER

STATE OF SOUTH DAKOTA COUNTY OF FALL RIVER
ON THIS ____ DAY OF _____, 20____, BEFORE ME THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING CERTIFICATE.
MY COMMISSION EXPIRES: _____

NOTARY PUBLIC: _____

CERTIFICATE OF COUNTY TREASURER

STATE OF SOUTH DAKOTA COUNTY OF FALL RIVER
I, FALL RIVER COUNTY TREASURER, DO HEREBY CERTIFY THAT ALL TAXES AND SPECIAL ASSESSMENTS WHICH ARE LIENS UPON THE HEREIN PLATTED PROPERTY HAVE BEEN PAID.

DATED THIS ____ DAY OF _____, 20____.

FALL RIVER COUNTY TREASURER

PREPARED BY:	SHEET 1 of 1
ALL ASPECTS INC. LAND SURVEYORS	
Project: AA-21-385	All Aspects, INC.
Date: SEPT. 16, 2015	444 Saint Joe St.
Rev:	Spearfish SD 57763
Surveyed by: BJL	605-492-2944
Prepared by: PD	limbo@allaspectsinc.com

Ag Land Value Committee Minutes
October 2, 2021

In Attendance: Jerry Stearns, Tom White, Les Cope. Guests: Julie Fry Mueller and husband; Lance Russell; Melissa Stearns and daughter; Trish Ladner and husband; JT Rickenbaugh; Mark Skorgerhoe; Tim Goodwin and wife; Joe Falkenburg and Lillian Witte

Les called meeting to order at approximately 4:05pm. Motion to approved minutes of previous meeting made by Jerry Stearns, seconded by Tom White. All voted aye, motion carried.

Farm Bureau donated \$5,000 to the Committee to be used for legal and travel expenses.

Discussion of sending letter to Governor Noem. Current drafts reviewed. Reviewed information from Susie Hayes and Mary E Worlie. Three major points of conflict:

1. Productivity: Statistics and Calculations
2. Soil Tables: Classification and ratings
3. Making Ag Soil Adjustments

Reviewed current conflicts and possible remedies. Lance Russell provided information from the North Dakota State University regarding how ND uses data from RMA insurance program, AUM data, and that ND Counties give cropable acres information to the State of ND, whereas SD gives cropable acre information to the Counties.

Discussed the need for rainfall disparities between East and West River in SD needing to be taken into consideration in determining crop/grazing land use.

Lance Russell suggested moving designated crop soils to grass soils in the County by the Commission in order to generate conflict with the State in order to identify and correct the disparity of equity between East and West River SD.

Discussed how the local decision-making power of County Commissioners and County DOE is being taken by State DOR. Idea of creating a Coalition of Counties who experience the same issues with soil classification to be more influential in presenting concerns to Governor Noem.

Tim Goodwin provided information about the combination of Agriculture department and Department of Revenue at State level. He also indicated that East River is supposedly in a drought situation and yet he has personal knowledge of higher-than-average yields of corn and soybeans as well as high prices for those crops. Discussed how this combination will result in much higher revenue being generated East River for both the producers and the State.

Tim suggested introducing a bill to change soil classifications to non-cropland, West River.

Reviewed the need to have cooperation from Governor Noem to make any changes successfully. Education is needed for stakeholders, producers/Commissions, in all aspects of the situation to recognize how unfair the proposed valuation/classification is.

Discussed difficulty in shifting revenue from West River to East River. Discussed how to get support from surrounding Counties/Commissioners to form a Coalition.

Trish Ladner reported that a bill is in the works to reclassify some crop soil to grassland, as well as renewed support for the Native Grassland Protection Bill and for the Grassland Tax Relief Bill. Trish indicated that she is sponsoring the bills. She also reported on how she is developing a presentation on the fallacy of identifying soils as cropland in this area when it is impossible to crop those soils due to lack of moisture, Government prohibition of cropping soils due to the designation of them as “marginal soils” on the Grasslands, which adjoin private land.

Lance Russell suggested a Resolution that can be adopted by Fall River County Commission as well as surrounding Counties that can bring attention to the situation to Governor Noem.

County Commissioners are willing to meet with Governor Noem to discuss the concerns.

Lance has been in contact with NDSU personnel who developed the soil classification system that SD uses at this time. Lance will attempt to arrange a Zoom meeting with NDSU personnel, and surrounding County Commissioners on 10/21/21 to discuss mutual concerns.

Decision was made to hold off on sending letter to Governor Noem until more education and support from surrounding Counties would make the letter more effective.

Meeting adjourned at 5:37 pm

Minutes by Lillian Witte, Guest

**FALL RIVER COUNTY RESOLUTION #2021-51
FOR THE TRANSFER OF REAL PROPERTY**

WHEREAS, on March 3, 2020, the Oelrichs Historical Society (Society) approved a formal request that Fall River County (County) transfer ownership of several tax deed properties to the Society, and

WHEREAS, SDCL §§ 6-5-2 & 6-5-3 authorize the County, by resolution, to make a gratuitous transfer of real property to the Society for a public purpose, and

WHEREAS, said tax deed properties are located within the extraterritorial jurisdiction of the Society and would best serve the interest of the public under the ownership and management of the Society; and

WHEREAS, The County deems it in the best interest of the public to convey the following described real property to the Society to be used by the Society for the benefit of the public as the Historical Society shall see fit in accordance with the law.

NOW, THEREFORE BE IT RESOLVED that the Fall River County Board of Commissioners do hereby declare as surplus Parcel # 78100-03300-00200, Lot 2, Block 33, Town of Oelrichs, Fall River County, South Dakota,; for the purpose of conveying and transferring said real property to the Oelrichs Historical Society at no cost to the Society except for outstanding assessments and fees to record the deeds, if any there be.

Dated this 7th day of October, 2021

Joe Falkenburg, Chair
Fall River County Board of Commissions

ATTEST:

Sue Ganje, Auditor
Fall River County

**FALL RIVER COUNTY RESOLUTION #2021-52
FOR THE TRANSFER OF REAL PROPERTY**

WHEREAS, on August 5, 2021, the Edgemont School Board 23-1 (School) approved a formal request that Fall River County (County) transfer ownership of one tax deed property to the School, and

WHEREAS, SDCL §§ 6-5-2 & 6-5-3 authorize the County, by resolution, to make a gratuitous transfer of real property to the School for a public purpose, and

WHEREAS, said tax deed properties are located within the extraterritorial jurisdiction of the School and would best serve the interest of the public under the ownership and management of the School; and

WHEREAS, The County deems it in the best interest of the public to convey the following described real property to the School to be used by the School for the benefit of the public as the School shall see fit in accordance with the law.

NOW, THEREFORE BE IT RESOLVED that the Fall River County Board of Commissioners do hereby declare as surplus Parcel # 72160-00000-00104, Tract C, Outlot 3, Grave Addition to the City of Edgemont, Fall River, South Dakota; for the purpose of conveying and transferring said real property to the Edgemont School 23-1 at no cost to the School except for outstanding assessments and fees to record the deeds, if any there be.

Dated this 7th day of October, 2021

Joe Falkenburg, Chair
Pennington County Board of Commissions

ATTEST:

Sue Ganje, Auditor
Fall River County

**FALL RIVER COUNTY RESOLUTION #2021-53
FOR THE TRANSFER OF REAL PROPERTY**

WHEREAS, on February 4, 2020, the Common Council for the City of Edgemont (City) approved a formal request that Fall River County (County) transfer ownership of several tax deed properties to the City, and

WHEREAS, SDCL §§ 6-5-2 & 6-5-3 authorize the County, by resolution, to make a gratuitous transfer of real property to the City for a public purpose, and

WHEREAS, said tax deed properties are located within the extraterritorial jurisdiction of the City and would best serve the interest of the public under the ownership and management of the City; and

WHEREAS, The County deems it in the best interest of the public to convey the following described real property to the City to be used by the City for the benefit of the public as the City shall see fit in accordance with law.

NOW, THEREFORE BE IT RESOLVED that the Fall River County Board of Commissioners do hereby declare as surplus Parcel #72150-13400-00800, Lot Eight (8) in Block One Hundred Thirty-four (134) First Addition to the town, now City, of Edgemont, Fall River County, State of South Dakota; Parcel #72150-05200-01700, Lots Seventeen (17), Eighteen (18), Nineteen (19) and Twenty (20) in Block 52 of First Addition to the Town, now City, of Edgemont, Fall River County, South Dakota; Parcel #72150-13800-00100, Lots One (1), Two (2), Three (3) and Four (4) in Block One Hundred Thirty-Eight (138) in the First Addition to the town, now City, of Edgemont, Fall River County, South Dakota; Parcel #72220-00200-01392, East sixty (60) feet of Lot 13 in Block 2, Original Town, now City, of Edgemont, Fall River County, South Dakota; Parcel # 72100-01100-00400, Lot Four, Block Eleven (11), Birdsell Addition to the Town, now City, of Edgemont, Fall River County, South Dakota; Parcel # 72150-14100-00800, Lot 8, Block 141 First Addition to Edgemont, Fall River County, South Dakota; Parcel # 72220-01500-01000, Lot 10 and the South Half of Lot 11, Block Fifteen (15), Original Town, now the City of Edgemont, Fall River County, South Dakota; Parcel # 72220-00800-01690, Lot 16, Block 8, Original Town of Edgemont, Fall River County, South Dakota; Parcel # 72220-01100-01792, The East Forty (40) Feet of lots Seventeen (17) and Eighteen (18) in Block Eleven (11); all in the original City of Edgemont, Fall River County, South Dakota; Parcel # 72220-01100-01795, West Forty (40) Feet of the East Eighty (80) Feet of Lots Seventeen (17) and Eighteen (18) in Block Eleven (11); all in the original City of Edgemont, Fall River County, South Dakota; Parcel # 72150-05000-00700, Lots Seven (7), Eight (8), Nine (9) and Ten (10) in Block Fifty (50) in First Addition to the town, now City, of Edgemont, Fall River County, South Dakota; for the purpose of conveying and transferring said real property to the City of Edgemont at no cost to the City except for outstanding assessments and fees to record the deeds, if any there be.

Dated this 7th day of October, 2021

Joe Falkenburg, Chair
Fall River County Board of Commissions

ATTEST:

Sue Ganje, Auditor
Fall River County

**FALL RIVER COUNTY RESOLUTION #2021-54
REDISTRICTING RESOLUTION**

WHEREAS, Fall River County is currently located in Legislative District 30;

WHEREAS, Fall River County has never been split into separate Legislative Districts;

WHEREAS, the entirety of Fall River County has been joined with Custer County and portions of rural Pennington County for decades;

WHEREAS, the Fall River County Board of Commissioners believes that our citizens would be represented best if Fall River County remains entirely in one Legislative District.

WHEREAS, United States Federal District Court Judge Karen Schreier ordered that Haakon, Jackson, Bennett and Oglala Lakota County joined in Legislative District 27 contrary to the Legislatures' Redistricting.

THEREFORE, BE IT RESOLVED, that the Fall River County Board of Commissioners, hereby respectfully request that the South Dakota House of Representative and Senate Redistricting Committees of the Legislature place Fall River County entirely within District 30 and leave the letter and spirit of Federal Judge Karen Schreier's order in place by keeping Haakon County in Legislative District 30.

Dated this 7th day of October, 2021

Joe Falkenburg, Chairman
Fall River County Board of Commissions

ATTEST:

Sue Ganje, Auditor
Fall River County



TUESDAY - OCTOBER 19, 2021

3:00 – 5:00 Omega Liner Company Manufacturing Plant Tour, Canton, SD
 5:00 – 7:00 Kickoff – Vendor Social and Exhibit Booths Open

WEDNESDAY - OCTOBER 20, 2021

Morning Moderator: Greg Vavra, SDLTAP

6:30 – 7:45 Breakfast (Provided)
 8:00 – 8:10 **Welcome, South Dakota Governor, Kristi Noem (Invited)**
 8:10 – 9:00 **Gravel Maintenance** Ken Skorseth
 9:00 – 9:20 **Fiberglass Rebar** Jonathan Fischer, Owens Corning
 9:20 – 9:50 **Telematics Reporting for Motor Graders** Kirk Johnson, Butler Machinery Company

Elected Officials Tract (County Commissioners, FHWA, DOT, Township Officers, and others) - 9:00 - 9:50 session, 9:50 – 10:20 break and 10:20 – 11:30 session. Moderator Genny Dienstmann, NDACo. Kenya Rutland, 45-minute presentation on **Achieving Customer Service Excellence**; Emily Wilder, 30-minute presentation on **Working Together Effectively**, Linda Webb, 15-minute presentation on **Heavy Equipment Operation**; and an open mike **Panel Discussion** – County Commissioners from Minnesota, North Dakota and South Dakota, and Kris Jacobsen, SDACo.

9:50 – 10:20 **Break Exhibit Booth Visits**
 10:20 – 11:10 **Pavement Maintenance Strategies and Boots**
 Gill Hedman, SDLTAP and Tom Wood, Astech
 11:10 – 11:30 **Minnesota County Experiences**
 Tim Stahl, Jackson County Minnesota
 11:30 – 1:00 Lunch (Provided)
 12:30 – 12:55 **Subsurface Live Pipe Demo – Ramkota Parking Lot**

Afternoon Moderator: Paul Albritton, Iowa LTAP

1:00 – 2:00 **Fostering Cohesive Teams**
 Keynote Speaker, Kenya Rutland, Chief Enthusiasm Officer for KJR Consulting
 2:00 – 2:45 **Innovation is Local** Noel Clocksin SDDOT LGA; Leanna Emmer, NDLTAP
 2:45 – 3:15 **Break Exhibit Booth Visits** [* Vendor Meeting @3:15 *]

3:15 – 3:30	Elected Officials Tract – Key Learning Points Genny Dienstmann, NDACo
3:30 – 3:45	Welding Basics, Tips and You Tube Anthony Stampe
3:45 – 4:15	Roadway Foundations Greg Vavra, SDLTAP
4:15 – 5:00	Dealing with Conflict Emily Wilder, Kansas LTAP
5:00 – 7:00	Social & Exhibit Booth Visits

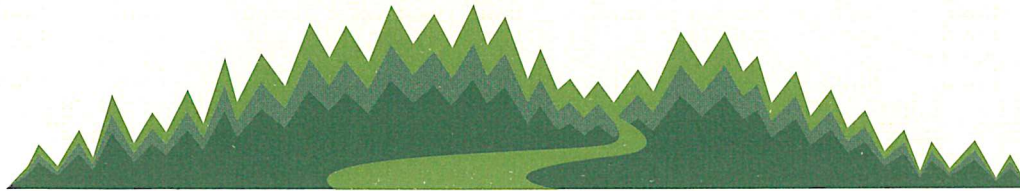
THURSDAY - OCTOBER 21, 2021

Morning Moderator: [Shawna Page, Montana LTAP](#)

Exhibit Booth Visits

6:30 – 7:45	Breakfast (Provided)
8:00 – 8:40	Equipment Safety Linda Webb
8:40 – 9:00	Burke County Daytime Sign Inspection Dale Heglund, NDLTAP (Kenny Tetrault & Connie Howell, Burke County, ND)
9:00 – 9:40	FHWA Safety Hillary Isebrands, FHWA
9:40 – 10:20	Break Networking Opportunity - Final Exhibit Booth Visits - Tear Down
10:20 – 10:40	Pave Ahead and SDSU Concrete Program Art Thompson and Tim Hostettler
10:40 – 11:10	The Future of Technology in Asphalt Tony Carden, RDO
11:10 – 11:50	Getting to Know Your Employees Megan Patent-Nygren
11:50 – 12:00	Conference Wrap Up & Discussion Sioux Falls or Rapid City in 2022?

Door prizes Must be present to win!



Black Hills Regional Multiple Use Coalition

P.O. Box 9496 • Rapid City, SD 57709 • 605-341-0875 • Fax 605-341-8651

September 20, 2021

TO: BOARD OF DIRECTORS

SUBJECT: MEETING NOTICE

The next Black Hills Regional Multiple Use Coalition, Board of Directors meeting will be Friday, September 24th, 4:00 pm, at the Spearfish Holiday Inn. This month, the meeting will be in the Willow Room on the Convention Center side. Minutes from the August meeting are attached for review.

The tentative agenda items are:

- Recap August field trip
- OHV Progress
- Black Hills Timber
- Elk Management Plan
- Directors Round Robin

Please feel free to call me at 605-341-0875 if you have any questions or comments.

Ben Wudtke
Executive Secretary

Black Hills Regional Multiple Use Coalition- August 27, 2021

The BHRUMC met for a field trip Friday August 27th, 2021 at 3 pm on site of the Kirk Hill Fire that burned earlier that month.

Those in attendance were Bill Coburn, Ben Wudtke, Butch Oien, Eric Jennings, David Moline, Paul Pierson, and Matt Lottes.

The fire started Aug 10th near Kirk Hill (south of Galena Rd, east of Erickson Rd, and directly north of Baumberger Rd) and burned approximately 80 acres before it was fully contained. No structures were damaged. Two helicopters were used in the fire suppression.

The fire burned through units of a recently commercially harvested Forest Service timber sale. The group discussed the benefit that management had on both the severity of the fire and the ability to fight it. Fire lines constructed by dozer could be seen within the burn template. The thinned stands along with roads previously used for logging operations made for quick and easy equipment access. Denser stands of timber could be more problematic for building fire line even when the terrain is gentle. Several denser stands of timber were seen by the group on the way to the meeting point. The group discussed how the fire was relatively mild and may have been much more severe if it had started in or burned into denser stands with higher fuel loads. The fire stayed mostly on the ground. The young regenerating pine was observed to have high mortality but mortality of the mature overstory was very low. The fire had not been intense enough to get into the tops of mature trees. Ben emphasized the point that managing timberlands does not prevent fire, but it does dramatically impact a fire's intensity and the ability to suppress it.

Maps of the area were distributed to the group. One of the maps included the Forest Service's delineations of the surrounding stands by structural stage class. The group did a quick "ground truthing" exercise. We found several stands with obvious mis-typed structural stages. One example was a stand listed as structural stage 2 (only seedlings) which in fact contained large mature saw timber. This raises concerns about the accuracy of the Forest Service's inventory since we were only looking at one small area, at random.

Field Trip adjourned @ 5:15 pm
Minutes by Matt Lottes

Fall River (Letterhead)

Re: Support for Development of Wind or Solar Power Generation on USFS Lands

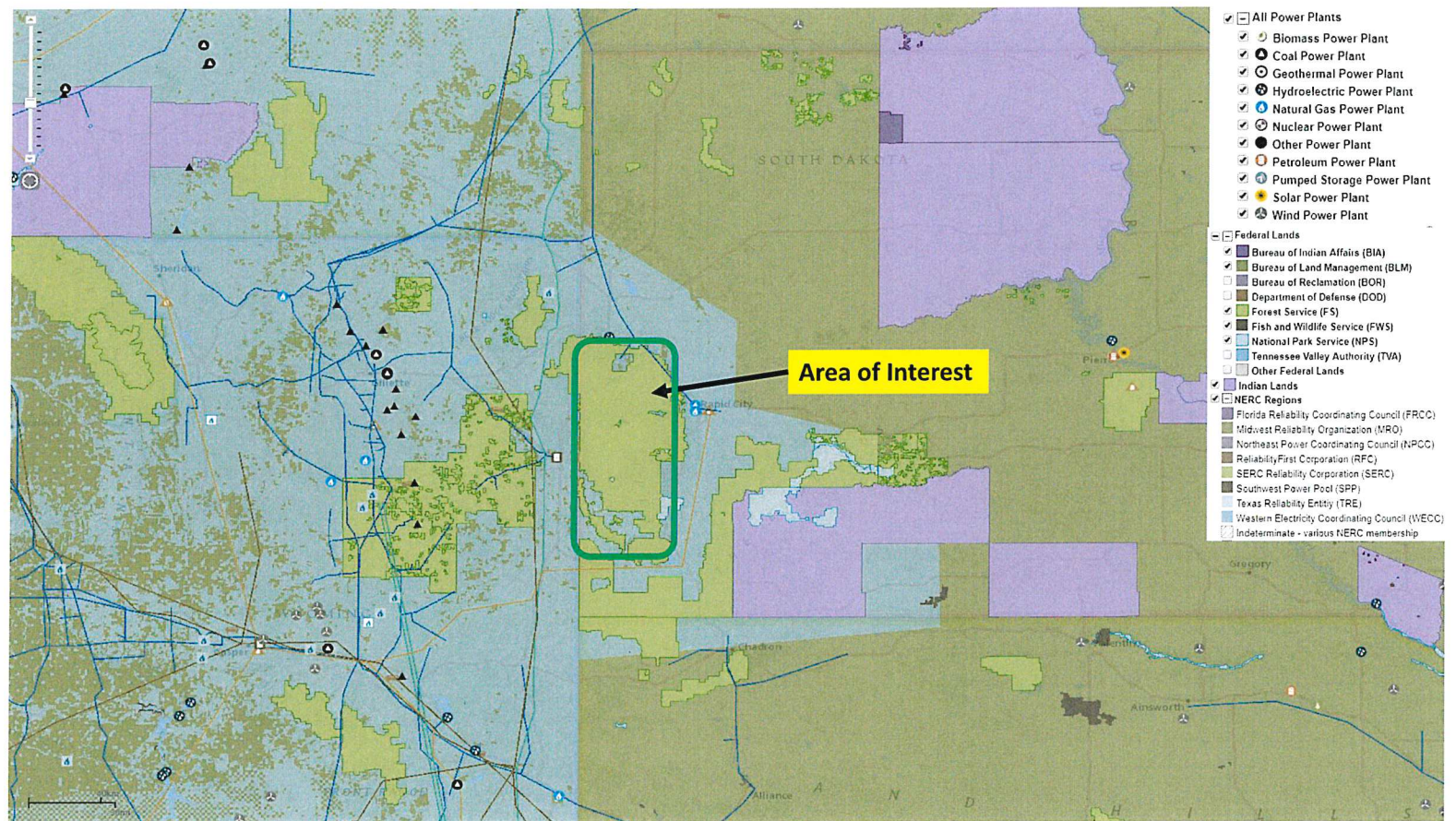
To Whom It May Concern:

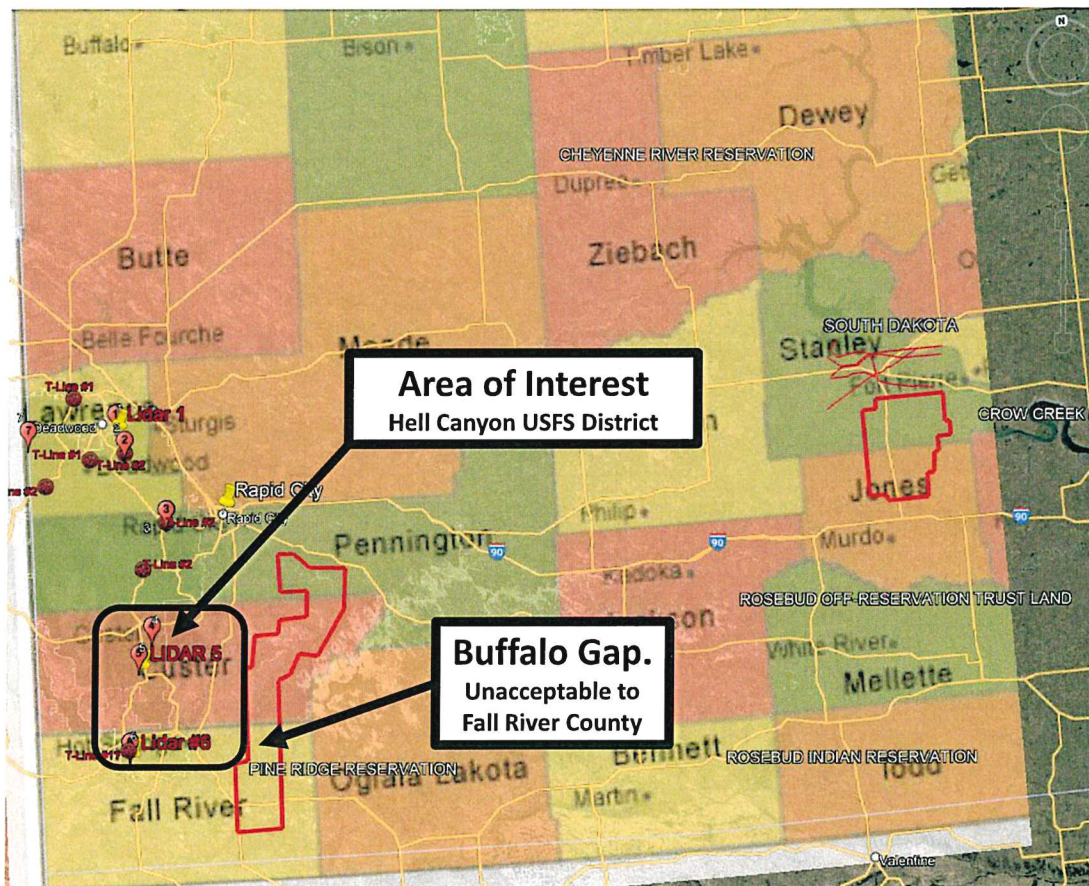
Please be advised that the Fall River County Commissioners supports the development of wind and/or solar energy generation on land managed by the US Forest Service on the south side of the Black Hills National Forest in the District of Hell Canyon provided two issues are adequately addressed.

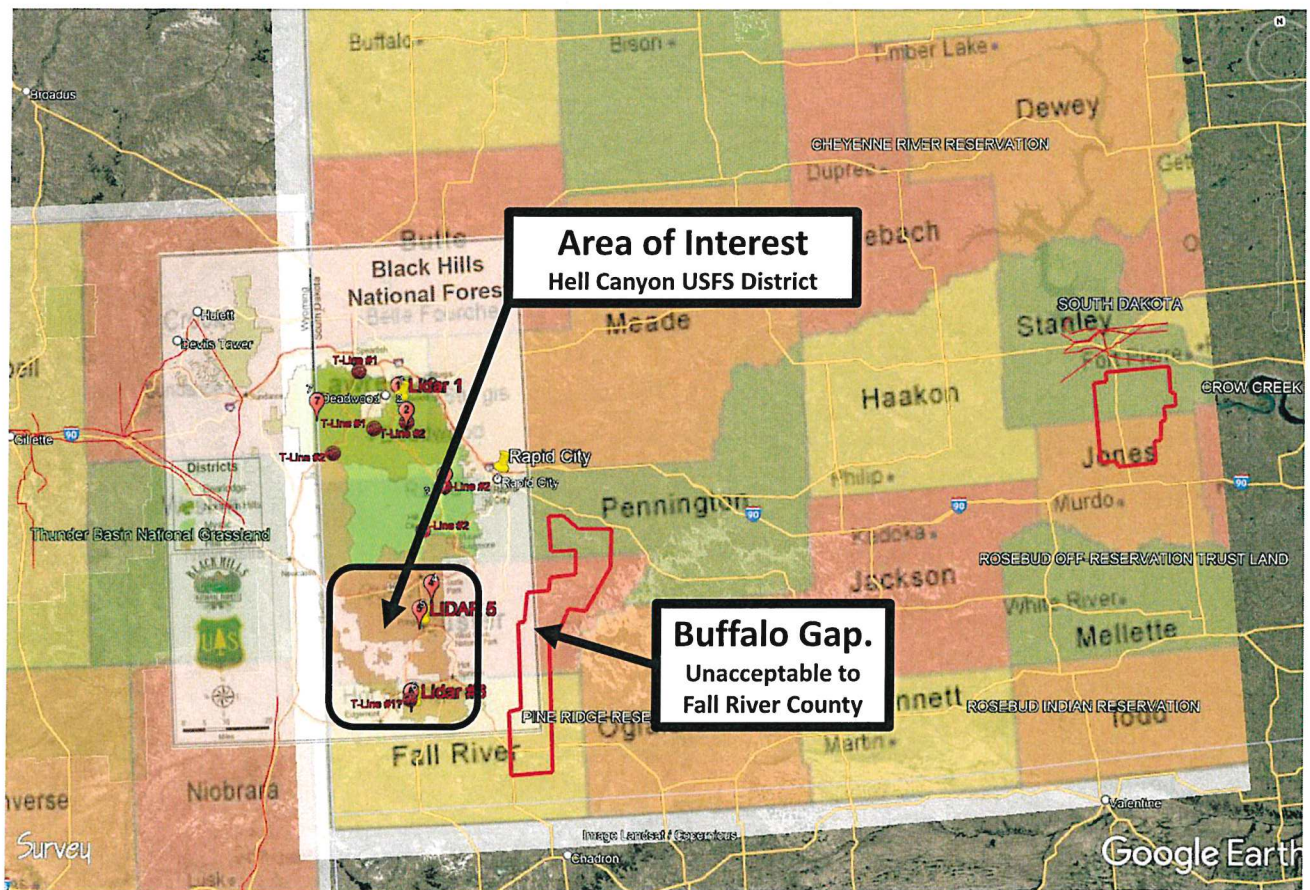
- 1) Contractors and operators of any energy "farm" to be installed have earnings retained sufficient to disassemble and remove all system components once the farm or individual towers have reached the end of their useful or economic life.
- 2) Any energy systems shall be built with provisions to assist in ground-based fire-fighting. Should wind towers be installed, the towers require roads which act as fire breaks. Installation of the towers should also include sensors to determine humidity and wind direction and velocity. The sensors will provide information that will accurately model fire propagation paths to protect personnel and guide them regarding how and where to fight any nearby fire most effectively. This modeling with data at the site can save lives.

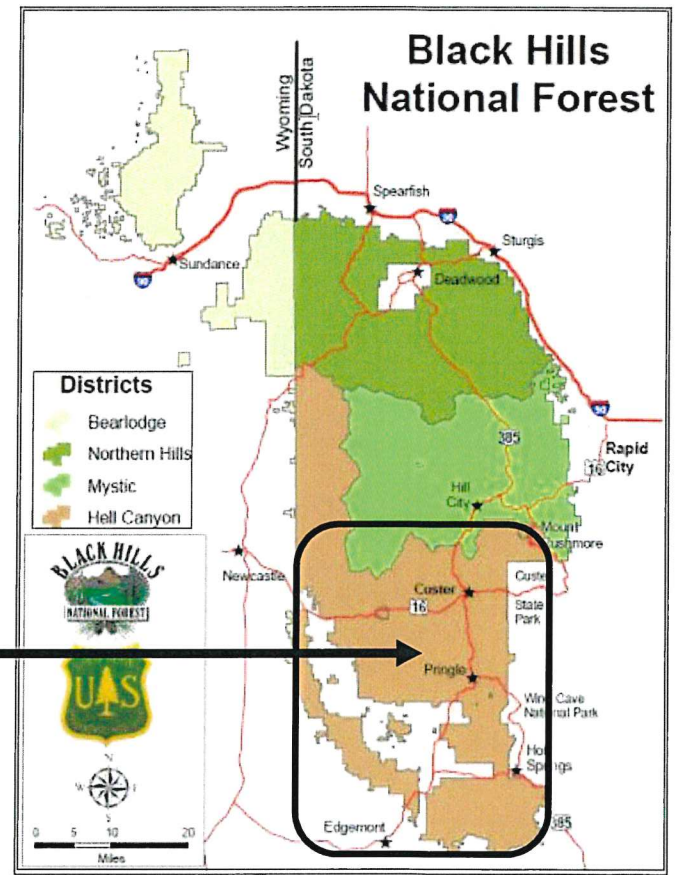
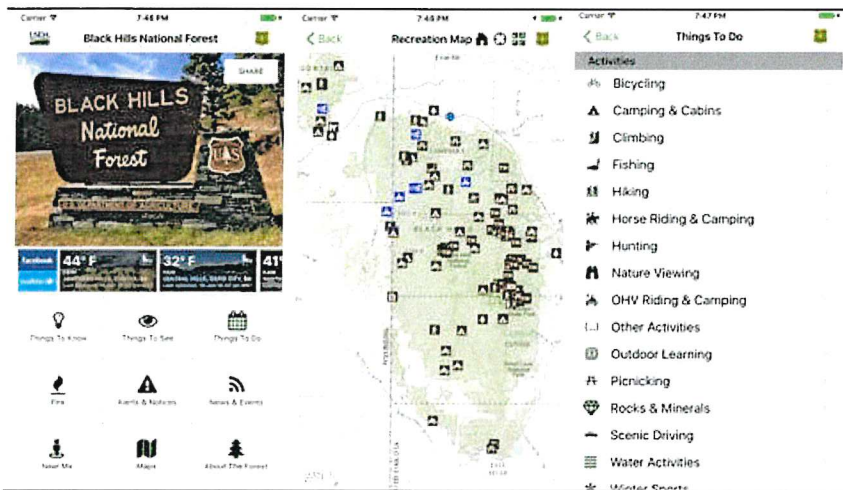
Jones County is in general support of development of all reliable energy sources, including harnessing wind and solar power.

Sincerely,









Area of Interest
Hell Canyon USFS District

