

**RESOLUTION MC 04- 28**

**ESTABLISH HOURS OF OPERATION  
FOR MINNEHAHA COUNTY OFFICES**

WHEREAS, SDCL 7-7-2 requires the board of county commissioners to establish the hours of operation for each county government office, except for the offices of the sheriff and state's attorney, and

WHEREAS, the Minnehaha County Board of Commissioners recognizes the need to give department heads the flexibility to establish other hours of operation, including those during the noon hour, in order to accommodate the unique structure and service delivery of the department to meet the needs of the public, now

THEREFORE BE IT RESOLVED, by the Minnehaha County Board of Commissioners, that the hours of 8:00 a.m. to noon and 1:00 p.m. to 5:00 p.m., Monday through Friday of each week, excluding holidays, are the standard business hours of all county departments, with the exception of the Minnehaha County Sheriff's Department and State's Attorney, however

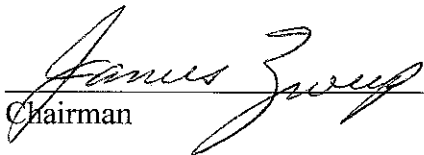
BE IT FURTHER RESOLVED, that each department head has the flexibility to expand the hours of operation for their own department, including operations during the noon hour, and

BE IT FURTHER RESOLVED, that due to the unique demands of the Minnehaha County Highway Department, primarily due to weather, the Highway Superintendent may establish a summer and winter schedule for hours of operation, and due to educational/tourism needs of the Old Courthouse Museum, the Director of the Old Courthouse Museum may establish hours of operation to accommodate these special circumstances, and

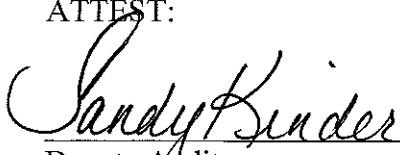
BE IT FURTHER RESOLVED, that every county government department shall post its hours of operation on the Minnehaha County web site.

Dated this 6th Day of July, 2004

APPROVED BY THE  
MINNEHAHA COUNTY COMMISSION:

  
Chairman

ATTEST:

  
Deputy Auditor