



Butte County COVID-19 Procedures

The Butte County Board of County Commissioners has adopted recommendations of the Butte County Emergency Manager during this time of pandemic due to COVID-19. Those recommendations are as follows:

1. If any Butte County employee has left the state within the past 7 days and traveled to any state that is experiencing a COVID-19 outbreak, that employee must quarantine themselves for a period of 14 days, at home.
2. That each public office that is open will allow the elderly and vulnerable citizens priority to the first hour and a half of that business day.

Note: We respectfully ask the general public to not utilize County offices during that time period.

3. That, as of March 18, 2020, County employees will continue normal hours of operation.

Note: The County respectfully requests that any business that may be conducted by telephone or U.S. Mail be done to avoid large groups at Community Offices. Please remember that the CDC has recommended no groups of more than 10 people at this time. Thus, please consider alternative measures. Please call our offices with any questions. We can provide you with information on how to do business from home where available.

4. If an employee becomes ill it is recommended that the employee goes home. If the employee is symptomatic of the COVID-19 virus, they must be tested and approved to return to work. The guidelines of the sick leave policy will apply to all other sicknesses.
5. We encourage all employees to do their part with self-hygiene and keeping work areas clean.
6. All trash can liners shall be changed out daily.
7. All public areas shall be disinfected daily, including, but not limited to handrails and doorknobs.
8. Public meetings should be held by conference call where available.

Note: Please call County offices if you are able prior to appearing personally at said offices. The County staff are trying to limit personal meetings and are going to utilize telephone communication wherever it can.

ALTHOUGH WE ARE LIMITING PUBLIC CONTACT, residents will still have access to the Court systems. In order to access the court system all a person needs to do is contact the Butte County Clerk of Courts at (605) 892-2516 and/or the Butte County State's Attorney's Office (605) 892-3337. The court system in Butte County remains accessible to anyone in the public that needs it.

BUTTE COUNTY RESIDENTS wishing to renew their vehicle tags, should visit the website below during this time to limit public within the Administration Building. If you are unable to do so, you may also contact the Butte County Treasurer at (605)892-4456 and the Treasurer's office could take a debit or credit card over the phone. Or, checks may be sent in to the Treasurer's office at 117 Fifth Avenue, Belle Fourche, SD 57717 and the registration can be sent to the residents home address.

<https://dor.sd.gov/individuals/motor-vehicle/>

BUTTE COUNTY RESIDENTS wishing to pay property taxes may call in to get their tax total, if needed. Residents may send a written a check and send it to the Butte County Treasurer at 117 Fifth Avenue, Belle Fourche, SD 57717. It is helpful to include the parcel number on the check memo or to include a note within the envelope that provides the parcel numbers the check should be applied to.

ATTENTION!!

EFFECTIVE WEDNESDAY MARCH 18, 2020:

The Butte County Commissioners are asking all community members to limit personal use of the County Buildings, such as the Courthouse and the Administration Building.

However, all offices within the Courthouse will be staffed and conducting business.

This is done as a precaution against COVID-19.

The public can call or email to access services or with any questions.

Auditor:

605-892-4485

auditor@buttesd.org

Director of Equalization/Zoning:

605-892-3950

lisa@buttesd.org

Register of Deeds:

605-892-2912

paula.rod@buttesd.org

Treasurer:

605-892-4456

deb.lensegrav@buttesd.org

State's Attorney Office

605-892-3337

bcsa@buttesd.org

Clerk of Courts:

605-892-2516

On behalf of the Butte County Board of County Commissioners and all of the Butte County employees, we want to thank the community for its understanding in this difficult time. Please know that we continue to work hard for Butte County.