

**Perkins County Commissioner
Regular Meeting**

Date: January 8, 2019

Present: Commissioners Carmichael, Foster, Hopfinger, Schweitzer, Henderson and Finance Officer Chapman

Others present: Duane Holtgard, Anthony Fike, Corina Molnar, Loyson Carda, Kelly Serr, Beth Hulm, press

Call to Order

Finance Officer Chapman called the regular meeting to order at 10:00 a.m.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Election of Officers

- ✓ Finance Officer Chapman called for nominations for Chairman. Foster nominated Kyle Carmichael. Carmichael nominated Rusty Foster. A vote was called for: Kyle Carmichael was elected as Chairman.
- ✓ Chairman Carmichael called for nominations for Vice Chairman. Hopfinger nominated Rusty Foster for Vice Chairman. Schweitzer moved, Henderson seconded to cast a unanimous ballot for Foster for Vice Chairman, motion carried.

Approval of the Agenda

Foster moved, Schweitzer seconded to approve the agenda, motion carried.

Approval of Minutes

Foster moved, Hopfinger seconded to approve the minutes of the December 11, 2018 and December 27, 2018 meetings, motion carried.

Monthly Reports

- ✓ Finance Officer's Account with the Deputy Finance Officer - To the Honorable Board of County Commissioners Perkins County: I hereby submit the following report of my examination of the cash and cash items in the hands of the Deputy Finance Officer of this County as of December 31, 2018, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$2,885,465.88, Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union: \$101,519.34; Certificates of Deposit \$400,000.00; Total \$3,387,185.22. The total represents state, county, schools, cities and township funds, which will be transferred to each entity of government after being apportioned.
- ✓ Sheriff's Fees in the amount of \$571.26 were reviewed.
- ✓ Motor Vehicle fees for the month of December 2018 were reviewed.
- ✓ Register of Deed's fees in the amount of \$3,401.00 were reviewed.
- ✓ Longevity increase of .10/hour will be realized for the following: Shane Penfield, 1-1-2019, Renita VanVactor 1-2-2019, Rick Stevens 1-1-2019, Corina Molnar 1-4-2019.

Highway Superintendent Holtgard

- ✓ Highway Superintendent Holtgard presented his Monthly Project and Maintenance Report. One of the snowplows is currently being repaired.
- ✓ Holtgard presented an Agreement between Perkins County and Corr Construction Service Inc. for Professional Engineering Services for the Bridge Deck Polymer Chip Seal, Concrete Repair and Girder Post Tensioning. Hopfinger moved, Schweitzer seconded to authorize Chairman Carmichael as signatory on the Agreement with Corr Construction Service Inc. for Professional Engineering Services for the Bridge Deck Polymer Chip Seal, Concrete Repair and Girder Post Tensioning, motion carried.

Insurance

Anthony Fike, Dacotah Insurance was present to review the 2019 renewal of Perkins County's General Liability, Property and Auto Insurance. He recommended adding of an umbrella policy to the coverage. Schweitzer moved, Foster moved to accept the 2019 renewal and to revisit the umbrella policy at the February meeting, motion carried.

Appointments

- ✓ Foster moved, Schweitzer seconded to appoint the following Perkins County Fair Board Members: TW Schalesky, Tracy Buer, Bev Heier, Max Matthews, JD Ryen, Julia Brixey, Tarina Kopren, Faye Schalesky, Dan Anderson, Gary Larson, Jens Hansen, Jordan Seim and Brian Hopfinger, Commissioner Representative, motion carried.
- ✓ Hopfinger moved, Carmichael seconded to appoint the following people to the Local Emergency Planning Committee: Kelly Serr, Patty Benson, Tamara Buer, Harlan Hess, Alan McGinnis, Greg Karels, David Kopren, Keith Mutschler, Todd Campbell, Heidi Stevens, Mike Schweitzer, Commissioner Representative, motion carried.
- ✓ Hopfinger moved, Schweitzer seconded to appoint the following to the Perkins County Weed Board: Robert Hermann, Kevin VanSlooten, Chuck Anderson, Tim Smith, and Rusty Foster, Commissioner Representative, motion carried.
- ✓ Foster moved, Hopfinger seconded to appoint the following to the Mental Health Board: Tim Parmley, Patty Benson and Dan Kvale, motion carried.
- ✓ Veteran Services Officer Loyson Carda submitted his letter of resignation as Veteran Service Officer effective 1-31-19. He would be willing to help Perkins County out in the interim. Foster moved, Henderson seconded, to accept Loyson Carda's resignation and thank him for his many years of outstanding services, motion carried. Foster moved, Carmichael seconded to advertise for a Perkins County Veteran Service Officer, motion carried.

Designation of Legal Newspapers

Foster moved, Schweitzer seconded to appoint the Bison Courier and Dakota Herald as legal newspapers for Perkins County, motion carried.

Per Diem Rate Set

Foster moved, Hopfinger seconded to set the per diem rate at the current state rate, motion carried.

Coroner Fees

Schweitzer moved, Henderson seconded to set the Coroner fee at \$75.00 per event, motion carried.

Indigent Burial Rate

Henderson moved, Foster seconded to set the indigent burial rate at \$1525.00, motion carried.

Annual Publication of Salaries

- ✓ Foster moved, Hopfinger seconded to give .35¢ per hour increase to full-time and part-time employees, roll call vote: Foster aye, Hopfinger aye, Schweitzer aye, Henderson nay; Carmichael aye, motion carried.
- ✓ Foster moved Henderson seconded to leave the Commission wages at the 2018 amount, motion carried.

<u>Name</u>	<u>Position</u>	<u>Wage/Salary</u>
Kyle Carmichael	Commissioner	\$7,208.40/year
Rusty Foster	Commissioner	\$7,208.40/year
Brian Hopfinger	Commissioner	\$7,208.40/year
Mike Schweitzer	Commissioner	\$7,208.40/year
Wayne Henderson	Commissioner	\$7,208.40/year
Shane C. Penfield	State's Attorney	\$50,862.50/year
Casey Deibert	Administrative Asst/Dep State Atty	\$27,749.41/year
Sylvia Chapman	Finance Officer	\$56,319.43/year
Paulette Fero	Deputy Finance Officer	\$17.37/hour
Paula Kopren	Deputy Finance Officer	\$16.60/hour
Heidi Stevens	Register of Deeds	\$44,372.86/year
Paulette Ellison	Deputy Register of Deeds	\$15.80/hour
Corina Erickson	Director of Equalization	\$45,004.00/year
Tracy Hintz	Deputy Director of Equalization I	\$15.90/hour
Katherine Helms	Deputy Director of Equalization II	\$14.18/hour
Kelly Serr	Sheriff	\$58,987.72/year
Christopher Goldsmith	Chief Deputy Sheriff	\$46,024.00/year

William B. Johnson III	Deputy Sheriff	\$20.35/hour
Greg Karels	Deputy Sheriff	\$19.58/hour
Matthew Giesler	Deputy Sheriff	\$18.74/hour
Matthew Kindsvogel	Deputy Sheriff	\$18.64/hour
Adam Aus	Deputy Sheriff	\$18.64/hour
Tamara Buer	Administrative Deputy	\$17.90/hour
Kirby Chapman	Part-time Deputy Sheriff	\$18.54/hour
Renita VanVactor	Custodian	\$28,204.80/year
Custodian fill-in	Custodian	\$10.75/hour
Jill Olson	CHN Administrative Assistant	\$14.78/hour
Rebecca Miller	4-H Coordinator	\$15.60/hour
Loyson Carda	Veteran Service Officer	14.19/hour
Loyson Carda	Weed Secretary	\$200/month
Mel Utter	Weed Supervisor	\$800/month
Duane Holtgard	Highway Superintendent	\$56,491.72/year
Patricia Crow	Highway Administrative Assistant	\$18.28/hour
Jeff VanVactor	Highway Foreman	\$20.21/hour
Joe Green	Highway Maintenance	\$19.80/hour
Daroll Aukland	Highway Maintenance	\$18.17/hour
Cody Green	Highway Maintenance	\$17.97/hour
Matthew Chandler	Highway Maintenance	\$17.97/hour
Julie Bachand	Highway Maintenance	\$17.97/hour
Matthew Drake Butsavage	Highway Maintenance	\$17.87/hour
Rick Stevens	Highway Maintenance	\$17.87/hour
Christopher Grimes	Highway Maintenance	\$17.77/hour
Jailer	Certified	\$13.24/hour
Jailer	Non-certified	\$12.20/hour
4-H Promotion & Expansion	Board Members	\$35.00/meeting
Comprehensive Planning	Board Members	\$50.00/meeting
Weed & Pest	Board Chairman	\$125.00/meeting
Weed & Pest	Board Members	\$100.00/meeting

DOE Corina Molnar

Schweitzer moved, Henderson seconded to cancel the agreement with Schneider Corp as they have offered the feature at no cost to the County, motion carried.

Sheriff Serr – Drug Forfeiture Fund Grant

Henderson moved, Foster seconded to accept the Drug Forfeiture Grant in the amount of \$7,692.98 from the Office of the Attorney General, motion carried.

Executive Session

Foster moved, Schweitzer seconded to go into Executive Session to discuss legal matters at 12:03 p.m., motion carried. Chairman Carmichael declared the meeting out of Executive Session at 12:17 p.m., motion carried.

Claims

The following claims were presented and approved for payment, December payroll: 84,439.81; IRS, fica, 8,238.57; SD Retirement, retirement, 6,591.08; Delta Dental, insurance, 1,387.86; Medico Life, insurance, 123.12; Wellmark, insurance, 24,364.18; SDPEF, insurance, 99.00; HRA Reimbursements; Active Data, maintenance, 936.00; American Solutions for Business, supplies, 282.25; Auto Value, repairs, 39.99; Axon Enterprise, equipment, 2,184.00; Bison Courier, publishing, 184.92; Bison Food Store, supplies, 8.37; Bison Implement, repairs/supplies, 3,837.38; Bob's Repair, repairs, 63.90; Brosz Engineering, prof fees, 22,945.00; Butler Machinery, repairs, 1,912.11; Current Connection, supplies/maint, 1,343.19; Dacotah Bank, supplies, 10.00; Dakota Fluid Power, repairs, 680.92; Dakota Herald, publishing, 273.12; Dale's Tire, supplies, 1,605.27; Executive Mgmt. Finance, supplies, 22.44; G&O Paper, supplies, 171.25; Grand Electric, utilities, 1,761.82; Horizon Health Care, rent, 1,680.00; IAAO, dues, 190.00; Jenner Equipment, repairs, 231.04; John's Repair, maintenance, 193.40; LACED, subsidy, 15,000.00; Lawson Products, supplies, 279.14; Lemmon IGA, supplies,

19.06; Lodgepole Store, utilities, 1,074.46; Mid-States Org Crime, dues, 100.00; NAPA/Agpro Equipment, repairs, 964.92; Northern Truck Equipment, repairs, 176.00; Office of Child & Family Services, CHN qtrly, 1,563.50; S Penfield, rent, 400.00; Pennington County Jail, transport, 174.00; Pitney Bowers, maintenance, 408.54; Premier Equipment, repairs, 485.10; Runnings, supplies, 74.95; RZ Motors, maintenance, 698.17; SBM, maintenance, 16.49; Schneider Corp, GIS fees, 2,160.00; SD Dept of Health, blood testing, 100.00; SD Developmental Center, subsidy, 60.00; SD DOT, prof fees, 67.09; SD State Attorney Assn, dues, 679.00; SDACC, dues, 1,397.00; SDACO, dues, 733.74; SD Weed & Pest, dues, 50.00; SD Sheriff Assn, dues, 589.46; Servall Uniform, supplies, 52.65; Site Work Specialists, RB contract, 217,804.98; Stelter Repair, repairs, 1,139.21; Three Rivers MH, rent, 900.00; TK Diesel, repairs, 126.35; Town of Bison, utilities, 212.40; Trans Source, repairs, 64.32; Verizon Wireless, maintenance, 280.13; VISA, travel/poor relief, 568.65; VISA, utilities/supplies, 9.39; West Group, law books, 936.51; West River Telephone, utilities, 1,424.68; Zuercher Technologies, repairs, 3,295.50.

Adjournment

There being no further business to come before the Commission, Chairman Carmichael declared the meeting adjourned at 12:26 p.m. The next regular meeting of the Perkins County Commission will be held on Tuesday, February 12, 2019 at 10:00 a.m. at the Perkins County Courthouse.

ATTEST:

APPROVED:

Sylvia Chapman, Finance Officer

Kyle Carmichael, Chairman