

**Perkins County Commission
Regular Meeting**

Date: January 4, 2022

Present: Commissioners Carmichael, Foster, Campbell, Schweitzer (via phone) and Henderson and Finance Officer Chapman

Others Present: Cody Green, Corina Molnar, Eric Jackson, Misty Jorgensen, Kelly Serr, Anthony Fike, Will Hatle, Mesa Krautschun, Corey Peck, and Beth Hulm, press

Call to Order

Finance Officer Chapman called the January Organizational 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. Henderson nominated Kyle Carmichael for Chairman. Foster moved, Campbell seconded that nominations cease, and a unanimous ballot be cast for Kyle Carmichael for Chairman, motion carried.
- Chairman Carmichael took over the meeting and called for nominations for Vice Chairman. Campbell nominated Rusty Foster. Campbell moved, Henderson seconded that nominations cease and a unanimous ballot be cast for Rusty Foster for Vice Chairman, motion carried.

Conflict of Interest

There was no Conflict of Interest declared.

Approval of the Agenda

Foster moved, Campbell seconded to approve the Agenda as presented, motion carried.

Minutes

- Henderson moved, Foster seconded to correct the minutes of the December 7, 2021, Commission Meeting on the motion to transfer funds from General Fund to Road & Bridge Fund as follows. Henderson moved, Foster seconded to transfer ~~\$450,000 (\$300,000 from Capital Outlay Accumulations and \$150,000 from budgeted operating transfer)~~ **\$425,000 (\$300,000.00 from Capital Outlay Accumulations and \$125,000 from budgeted operating transfer)** to Road and Bridge Fund from the General Fund, motion carried.
- Foster moved, Henderson seconded to approve the minutes of the December 7, 2021, Commission Meeting following corrections, motion carried.
- Campbell moved, Foster seconded to approve the minutes of the December 29, 2021, Commission Meeting, motion carried.

Monthly Reports

- Finance Officer's Account with the Deputy Finance Officers – to the Honorable Board of County Commissioners of Perkins County: I hereby submit the following report of my examination of the cash and cash items in the hand of the Deputy Finance Officers of this County as of December 31, 2021, Sylvia Chapman Finance Officer, Perkins County. Total deposits in bank - \$2,209,391.60, Total amount of actual cash \$200.00, Dakota Plains Federal Credit Union \$103,833.25, Certificates of Deposits \$400,000.00, Total \$2,713,424.85. The total amount represents state, county, schools, cities, and township funds to be transferred to various entities of government after being apportioned.
- Register of Deed's fees in the amount of \$6,342.00 were reviewed.
- Sheriff's Fees in the amount of \$556.52 were reviewed.

Highway Superintendent

- The graveling is done for now and the crew is currently working on the maintenance of mowers and tractors. They are also training the new operators on plowing in trucks and graders.
- The cut trees on Zeona Road will be hauled away.

- Superintendent Green would like permission to advertise a public hearing for the sale of gravel to individuals. Foster moved, Campbell seconded to advertise a public hearing for the sale of gravel to individuals, motion carried.
- Easements for Mud Creek Bridge (120-537) have been signed by Sidney LuVerne Anders and Frederick Johnson. Campbell moved, Henderson seconded to authorize Chairman Carmichael as signatory on the Easement Agreements with Sidney LuVerne Anders and Frederick Johnson, motion carried.

General, Liability, Automobile and Property Insurance

Anthony Fike, Dacotah Bank Insurance Representative, was present with a quote for the 2022 general, liability, automobile, and property insurance. SDPAA also wished to quote the insurance premium but would not have the numbers until mid-month. A discussion was held on the need to support our local business. Schweitzer moved, Campbell seconded to support the local business and renew our general liability, property, and automotive insurance with Dacotah Insurance with the quote of \$78,579.00, motion carried.

Commissioner Henderson left the meeting at 12:10 p.m.

Property Tax Resolution

Discussion was held on the possibility of passing a resolution addressing the valuation of crop land that has not been cropped for at least 20 years as non-cropland for purposes of property taxation. Currently Perkins County has a soil table that is different than the rest of the State. Therefore, without additional information, the consensus of the Commission was to remain neutral.

Appointments

- Foster moved, Campbell seconded to appoint the following Perkins County Fair Board Members: TW Schalesky, Tracy Buer, Bev Heier, Max Matthews, Julia Brixey, Tarina Kopren, Faye Schalesky, Dan Anderson, Jens Hansen, Ida Sander and Todd Campbell, Commissioner Representative, motion carried.
- Foster moved, Campbell seconded to appoint the following to the Perkins County Weed Board: Chuck Anderson, Kyle Kennedy, Tim Smith, Eric Sander and Rusty Foster as Commission Representative, motion carried.
- Campbell moved, Foster 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.
- Foster moved, Campbell seconded to appoint Bridget Keller as Veteran Service Officer, motion carried.
- Campbell moved, Foster seconded to appoint Bison Courier and Dakota Herald as the legal newspapers, motion carried.
- Campbell moved, Foster seconded to set the per diem rate at the State per diem rates, motion carried.
- Carmichael moved, Foster seconded to cover Volunteer Fire Departments and EMTs, on Perkins County's Workman's Compensation, (lists are on file in the Finance Office), motion carried.
- Foster moved, Campbell seconded to appoint Todd Campbell as the Perkins County Representative on the Northwest Regional Landfill Board, motion carried.
- Foster moved, Campbell seconded to set Coroner rates at \$75.00 plus mileage if applicable, motion carried.
- Carmichael moved, Foster seconded to set the following indigent burial rates: *Earth Burial – \$2,580.00 (which covers the cost of the casket, outside container and conducting a service.) Cremation - \$1,860.00 (which will include the Funeral Home providing services for Cremation, transportation, filing of the legal paperwork and conducting a memorial service.) In addition, the cost of the grave opening and closing by a local grave digger will be paid by the funeral home with a copy of the invoice provided to Perkins County for reimbursement.,* motion carried.
- Foster moved, Schweitzer seconded to appoint the following to the Mental Health Board: Patty Benson and Dan Kvale, motion carried.

Wages

Foster moved, Campbell seconded to approve a 1% wage increase for all full-time and part-time employees excluding commissioners and board members effective January 1, 2022, motion carried.

American Rescue Plan

Discussion was held on the use of the American Rescue Plan funds that were made available to Perkins County. Perkins County received \$278,246.50 of the \$556,493.00 allocated by the Federal Government. ARP funds are restricted to certain expenditures, one of them being premium pay for essential employees. All Perkins County employees were deemed essential employees by the Perkins County Commissioners on November 24, 2020. Campbell moved, Foster seconded to pay retrospective Premium Pay to current employees in mid-February, who were employed in 2021 prorated by the hours worked during the 2021 calendar year as follows: \$300.00 – Kyle Carmichael, Rusty Foster, Todd Campbell, Mike Schweitzer, Wayne Henderson; \$1,500.00 – Shane Penfield; \$2,000.00 Sylvia Chapman, Sara Stadler, Wendi McCall, Heidi Stevens, Corina Molnar, Carrie Fisher, Renita VanVactor, Kelly Serr, William Johnson, Greg Karels, Matthew Giesler, Matthew Kindsvogel, Cody Green, Katie Helms, Christopher Grimes, Joseph Green, Daroll Aukland, Matthew Butsavage, Rick Stevens; \$1,800.00 – Tamara Buer; \$1,600.00 - Jill Olson; \$1,020.00 - Arlis Seim; \$1,060.00 - Lyle Brabazon; \$260.00 - Noah Richards; \$1,200.00 Amanda Larson; \$480.00 - Bridget Keller; \$720.00 - Patrick Dinkins; \$440.00 - Eric Fader; \$140.00 Lynn Green; \$100.00 Ray Huber, Kirby Chapman, John Deland, Brenda Even, Joanna Seim; \$1,500.00 Grant Administrator Sylvia Chapman, motion carried.

Annual Publication of Salaries

Foster moved, Campbell seconded to publish Perkins County's complete list of all the salaries, motion carried.

<u>Name</u>	<u>Position</u>	<u>Wage/Salary</u>
Rusty Foster	Commissioner	\$7,388.60/year
Wayne Henderson	Commissioner	\$7,388.60/year
Todd Campbell	Commissioner	\$7,388.60/year
Mike Schweitzer	Commissioner	\$7,388.60/year
Kyle Carmichael	Commissioner	\$7,388.60/year
Shane C. Penfield	State's Attorney	\$57,246.08/year
Joanna Seim	SA Adm Assistant	\$15.63/hour
Sylvia Chapman	Finance Officer	\$59,709.79/year
Sara Stadler	Deputy Finance Officer	\$17.22/hour
Misty Jorgensen	Deputy Finance Officer	\$17.12/hour
Wendi McCall	Deputy Finance Officer	\$16.95/hour
Heidi Stevens	Register of Deeds	\$47,481.40/year
Amanda Larson	Deputy Register of Deeds	\$16.85/hour
Corina Molnar	Director of Equalization	\$48,208.11/year
Eric Jackson	Deputy I DOE	\$16.85/hour
Carrie Fisher	Administrative Deputy	\$16.54/hour
Bridget Keller	Veteran Service Officer	\$15.17/hour
Kelly Serr	Sheriff	\$62,464.79/year
William B. Johnson III	Deputy Sheriff	\$21.84/hour
Greg Karels	Deputy Sheriff	\$21.08/hour
Matthew Giesler	Deputy Sheriff	\$20.78/hour
Matthew Kindsvogel	Deputy Sheriff	\$20.68/hour
Lyle Brabazon	Deputy Sheriff	\$19.78/hour
Noah Richards	Deputy Sheriff	\$19.52/hour
Tamara Buer	Administrative Deputy	\$19.25/hour
Kirby Chapman	Part-time Deputy Sheriff	\$19.67/hour
Renita VanVactor	Custodian	\$30,721.60/year
Jill Olson	CHN Administrative Assistant	\$16.06/hour
Arlis Seim	4-H Coordinator	\$15.76/hour
Cody Green	Highway Superintendent	\$54,093.79/year
Christopher Grimes	Highway Foreman	\$19.93/hour
Katie Helms	Highway Administrative Assistant	\$16.74/hour
Joe Green	Highway Maintenance	\$21.25/hour
Daroll Aukland	Highway Maintenance	\$19.57/hour
Matthew Drake Butsavage	Highway Maintenance	\$19.27/hour
Rick Stevens	Highway Maintenance	\$19.27/hour
Patrick Dinkins	Highway Maintenance	\$18.67/hour

Eric Fader	Highway Maintenance	\$18.67/hour
Lynn Green	Highway Maintenance/Mechanic	\$18.67/hour
Jailer	Certified	\$14.19/hour
Jailer	Non-Certified	\$13.12/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

Pennington County Jail Contract

Campbell moved, Foster seconded to authorize Sheriff Kelly Serr as signatory on the Pennington County Jail Contract, motion carried.

Claims

The following claims were presented and approved for payment, Dec payroll: 81,399.07; IRS, fica, 7,965.37; SD Retirement, 6,344.37; Delta Dental, insurance, 1,175.58; Medico Life, insurance, 94.92; Wellmark, insurance, 19,461.41; SDPEF, insurance, 90.00; HRA Reimbursements, 3,314.52; Active Data, comp. programs, 976.63; American Solutions, supplies, 42.63; Bison Courier, publishing, 398.08; Bison Grain, repairs, 668.94; Bison Imp, repairs/supplies, 1,516.67; Brosz, prof. fees, 6,337.50; Butler Machinery, repairs, 932.56; Capital One, supplies, 150.98; Christ Stang Hydraulics, repairs, 78.00; Current Connection, supplies, 1,224.59; Dakota Herald, publishing, 283.29; Executive Mgmt, maint, 33.66; Grand Electric, utilities, 1,406.90; Horizon Health, CHN & Amb. Rent, 1,680.00; Matheson Tri-Gas, supplies, 46.58; Penfield Law, rent, 400.00; Perkins Co. Conservation Dist, subsidy, 10,500.00; Pitney Bowes, postage maint, 473.04; SD Dev Center, subsidy, 60.00; SDACC, dues, 1375.00; SDACO, dues, 729.75; SDSA, dues, 589.46; Three Rivers Mental, rent, 900.00; Town of Bison, utilities, 218.53; Vanguard, comp. programs, 2,887.50; Visa, utilities/supplies, 610.02; WRCTC, utilities, 1,325.39.

Adjournment

Chairman Carmichael adjourned the meeting at 1:52 pm. The next regular meeting of the Perkins County Commission will be held on Tuesday, February 8, 2022, at 10:00 am in the Perkins County Courthouse.

ATTEST:

APPROVED:

Sylvia Chapman, Finance Officer

Kyle Carmichael, Chairman