

**Perkins County Commission
Regular Meeting**

Date: April 7, 2015

Present: Commissioners Besler, Henderson, Ottman, Schweitzer & Foster and Finance Officer Chapman

Others Present: Shane Penfield, Casey Deibert, Michael Hubbard, Rownea Gerbracht, Jeanette Kruger, Duane Holtgard, Geraldine Peck, Ida Sanders, Sharon Anderson, Faye Schalesky, Lorretta Hafner, Lisa Harpster, Max Matthews, Julia Brixey, Gayla Schofield, Dave Kopren, Beth Hulm, Press

Pledge of Allegiance

The Pledge of Allegiance was recited.

Call to Order

Chairman Besler called the regular April meeting of the Perkins County Commission to order at 10:00 a.m. at the Perkins County Commissioner Room.

Approval of the Agenda

Henderson moved, Ottman seconded to approve the agenda with the addition of Approval of the Renewal of the Jail Contracts with Adams County, North Dakota and Walworth County, South Dakota, motion carried.

Minutes

Ottman moved, Foster seconded to approve the minutes with the following correction: *Henderson moved, Ottman seconded to adjust Matthew Drake Butsavege to ~~\$15.00~~ \$15.33 per hour effective February 26, 2015;* 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 March 31, 2015, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$20,343.34, Total amount of actual cash \$150.69; Insured Money Market \$2,095,325.42; Dakota Plains Federal Credit Union membership fee \$10.04; Certificates of Deposit \$500,240.42; Total \$2,616,069.91. The total represents state, county, schools, cities and township funds, which will be transferred to each entity of government after being apportioned.
- ✓ Motor Vehicle fees for the month of March 2015 were reviewed.
- ✓ Register of Deed's fees in the amount of \$5,640.25 were reviewed.
- ✓ Sheriff's Fees in the amount of \$637.39 were reviewed.
- ✓ Longevity Increases of .10 per hour were realized by the following: T Fisher 1-27-15; H Stevens 2-6-15; P Kopren 2-16-15; C Green 2-24-15; P Fero 4-1-15; J Van Vactor 4-8-15.

Correspondence

The board reviewed the correspondence. The board will consider a letter of support for the Keystone Pipeline following the meeting with various officials on April 15 at the Grand Electric Social Room.

Johnson Controls

Michael J Hubbard, Johnson Controls was present to review the results of the Feasibility Study on the Perkins County Courthouse. Schweitzer moved, Ottman seconded that Perkins County Commission has determined to pursue, using the design build performance contracting process, improvements to their facility's dynamic systems (HVAC, electrical, plumbing, etc.) because of the critical need for design/construction coordination, and the interrelation of such improvements with existing systems; furthermore Perkins County Commission adopts the design-build procedures, and approves publication of request for proposals as required by 1-33B and 5-18B to qualify potential energy services companies and/or design-builders, motion carried.

4-H Program

Donna Bittiker and Peter Nielson met with the Commission via teleconference to discuss the future of the Perkins County 4-H program. Also in attendance from Perkins County were Ida

Sander, Geraldine Peck, Sharon Anderson, Julia Brixey, Faye Schalesky, Lisa Harpster, Gayla Schofield, Lorretta Hafner and Max Matthews. Discussion was held on the plan for a 4-H position for Perkins County. Options were reviewed. The consensus of those present was to proceed with retaining the present 4-H secretary with SDSU providing statewide presence at least quarterly. The Perkins County P & E Committee would like the Commission to consider allowing 30 hours a week with benefits for the position. Foster moved, Ottman seconded to change the current 4-H secretary position to 4-H Coordinator at \$14.25 per hour for 24 hours per week, motion carried. Foster moved, Ottman seconded to make the position a salaried position effective March 26, 2015 based on 24 hours per week. Henderson moved, Besler seconded to pay any back pay prior to March 26, 2015 at the current hourly rate of \$12.90 per hour, roll call vote: Ottman aye, Schweitzer nay, Foster aye, Henderson aye, Besler aye, motion carried.

Plat Resolution

Henderson moved, Foster seconded to introduce and approve Resolution 2015-5 Plat of Tract B in the SE1/4 of the SE1/4 and Lot 1 and Lot 2 of Tract A, Being A Replat of Tract A on the SE1/4 of the SE1/4 Section 19 – Township 23 – Range 16 East BHM, Perkins County, South Dakota, roll call vote: Schweitzer aye, Foster aye, Henderson aye, Ottman aye, Besler aye, motion carried.

Resolution 2015-5

Plat of Tract B in the SE1/4 of the SE1/4 and Lot 1 and Lot 2 of Tract A, Being A Replat of Tract A on the SE1/4 of the SE1/4 Section 19 – Township 23 – Range 16 East BHM, Perkins County, South Dakota

Be it resolved by the County Commission of Perkins County, South Dakota, Plat of Tract B in the SE1/4 of the SE1/4 and Lot 1 and Lot 2 of Tract A, Being A Replat of Tract A on the SE1/4 of the SE1/4 Section 19 – Township 23 – Range 16 East BHM, Perkins County, South Dakota, having been examined, is hereby approved in accordance with the provisions of the South Dakota Compiled Law, Chapter 11-3, and any amendments thereof.

Township Bond Approval

Foster moved, Ottman seconded to approve the following township bonds: Ada Clerk/Treasurer; Antelope Clerk/Treasurer; Barrett Clerk/Treasurer; Beck-Highland Clerk and Treasurer; Bison Clerk and Treasurer; Burdick Clerk/Treasurer; Cash Clerk and Treasurer; Chance Clerk; Clark Treasurer; DeWitt Clerk and Treasurer; Duell Clerk/Treasurer; Foster Clerk and Treasurer; Fredlund Clerk and Treasurer; Glendo Treasurer; Hall Clerk/Treasurer; Horse Creek Clerk/Treasurer; Lincoln Clerk and Treasurer; Lodgepole Clerk; Lone Tree Clerk and Treasurer; Maltby Clerk/Treasurer; Marshfield Clerk/Treasurer; Meadow Clerk; Moreau Clerk and Treasurer; Plateau Treasurer; Scotch Cap Clerk and Treasurer, motion carried.

Recessed the meeting at 12:00 p.m. for lunch

Reconvened at 1:00 p.m.

Highway Department

- Dave Kopren, Chairman of the Bison Town Board was present to review the bids for Coleman Avenue in Bison. The bids were as follows: BL Contracting - \$539,803.05; Bituminous Paving - \$723,306.80; Hills Material - \$809,114.33. Schweitzer moved, Henderson seconded to cost share 50% of the project cost with the Town of Bison contingent on the Town of Bison awarding a bid, motion carried.
- Concrete bid: Only one bid was received for concrete products. Ottman moved, Foster seconded to accept the lone bid from Cretex Concrete Products of Rapid City, motion carried.
- Monthly Project & Maintenance Report was reviewed. They will be working with BL Contracting on digging out the soft spot on the Bixby Road.
- Railway Street bid came in well below the estimate. The bid was accepted and a date for a pre-construction meeting will be set.

- Holtgard asked the Commission if they are interested in doing Theatre Road along with Railway Street this year since the bids came in low. The project cost would not be eligible for the SIB loan, but this may be the time to complete the project. Engineering proposals will be obtained from HDR & Brosz Engineering for completing Theatre Road.
- Foster moved, Schweitzer seconded to authorize Chairman Besler as signatory on An Agreement Providing a State Infrastructure Bank (SIB) Loan to Perkins County, South Dakota, for a federal aid eligible project, motion carried.
- Schweitzer moved, Foster seconded to authorize Chairman Besler as signatory on an Application for Occupancy permit, motion carried.
- Holtgard has noticed sink holes throughout the County. They are working to resolve the issues caused by these sink holes.

Executive Session

Foster moved, Schweitzer seconded to enter into Executive Session to discuss the performance of a public employee under SDCL 1-25-2(1) at 1:35 p.m., motion carried. Besler declared the meeting out of executive session at 1:50 p.m.

Heightened Fire Danger

Discussion was held on the heightened fire danger in Perkins County. Foster would like to implement a Burn Ban in Perkins County. A Public Service Message concerning the need for caution was suggested.

Liquor Licenses

Schweitzer moved, Ottman seconded to approve the renewal of the Bison Country Club Retail On-Sale Liquor License RL-5825 and the Lemmon Country Club Retail On-Sale Liquor License RL-5710, motion carried.

May Meeting Date

Foster moved, Schweitzer seconded to hold the May 12th regular Commission Meeting in Lemmon at the Dakota Lodge beginning at 10:00 a.m., motion carried.

General Fund Surplus Analysis

General Fund Surplus Analysis Report dated March 31, 2015 shows an unassigned cash balance of \$29,278.32.

Tessier's Contract

Schweitzer moved, Foster seconded to authorize Chairman Besler as signatory on a contract with Tessier's Inc for the maintenance of the courthouse heating and cooling system, motion carried.

Rownea Gerbracht

- Jeanette Kruger was present to visit with the Commission concerning her work schedule. Kruger would like the Commission to consider continuing the 30 hours per week until the situation with daycare is resolved. It was the consensus of the board to leave the situation as is for the time being and encourage her to continue her search for daycare.
- Rownea addressed the Commission concerning starting flex time to accommodate the need to do assessing throughout the County. Schweitzer moved, Henderson seconded to allow the Director of Equalization to change to flexible hours until November 1st, motion carried.

Register of Deeds

Foster moved, Henderson seconded to appoint Heidi Stevens as Perkins County Register of Deeds effective **June 1, 2015**, motion carried.

Jail Contracts

- Foster moved, Schweitzer seconded to authorize Chairman Besler as signatory on the Adams County Jail Agreement with a daily rate of \$70.00 per day, motion carried.

- Henderson moved, Foster seconded to authorize Chairman Besler as signatory on the Walworth County Jail Yearly Rental Agreement with a daily rate of \$80.00 per day per adult and \$125.00 per day per juvenile, motion carried.

Claims

The following claims were presented and approved for payment, March payroll: 90,883.38; IRS, fica, 6,062.84; SD Retirement, retirement, 4,429.02; Delta Dental, insurance, 1,325.94; Lincoln Mutual, insurance, 157.56; SDSDBF, insurance, 27,015.72; A&B Business, supplies, 87.96; A-1 Auto Recyclers, repairs, 45.00; Adams Co Sheriff, jail board, 140.00; Apex Court Reporting, ct reporter, 580.60; Asphalt Zipper, repairs, 841.00; Best Western Ramkota, travel, 189.98; Biegler Equipment, repairs, 515.00; Bison Courier, publishing, 436.67; Bison Food Store, supplies, 44.25; Bison Implement, repairs/supplies, 456.02; BL Contracting, repairs/labor, 6,765.32; Black Strap, Inc, supplies, 11,062.08; Butler Machinery, repairs, 1,034.70; Loyson Carda, supplies, 41.50; Chapman's Electronics, repairs, 140.50; S Chapman, supplies, 264.89; Country Media, publishing, 55.80; Creative Products Sourcing, supplies, 92.20; Current Connection, supplies/repairs/equip, 614.50; Dakota Auto Parts, repairs/supplies, 230.38; Dakota Business, supplies, 195.02; Dakota Herald, publishing, 146.67; Dale's Tire, repairs/supplies, 2,244.24; Datamaxx, repairs, 2,232.00; EMC Insurance, insurance, 1,279.00; G&O Paper, supplies, 78.30; R Gerbracht, website, 196.88; Grand Electric, utilities/repairs, 1,537.79; John Deere, repairs, 525.13; Kinney Law, ct appt atty, 413.59; Lawson Products, supplies, 523.10; Lemmon EMT, mileage, 789.59; Lemmon IGA, supplies, 10.72; Lodgepole Propane, utilities, 894.01; Matheson Tri-Gas Inc, supplies, 134.83; Meade Co Auditor, jail board, 720.00; Microsoft Corp, software, 840.00; B Nelson, travel, 35.50; Newman Signs, supplies, 1,059.40; Northern Truck Equipment, repairs, 47.69; NW Farm & Home Supply, supplies, 103.11; PC Register of Deeds, checks, 15.00; S Penfield, rent, 400.00; Pitney Bowes, supplies, 246.97; Prairie Community Health, rent/blood testing, 1,695.00; SD Assn Weed/Pest, registration, 50.00; SD Dept of Health, blood testing, 70.00; SD Dept of Revenue, title & Reg, \$10.00; SD SOS, notary fee, 30.00; SDAAO, registration, 250.00; SDACO, registration, 175.00; SD Sheriff Assn, registration, 85.00; Serval Linen Supply, supplies, 34.15; Sheehan Mack Sales, repairs, 838.21; Town of Bison, utilities, 199.93; Verizon Wireless, repairs, 240.10; VISA, travel, supplies, 640.16; West Group, law books, 800.68; WR Telephone, utilities, 1,237.90.

Adjournment

Henderson moved, Schweitzer seconded to adjourn the meeting at 2:50 p.m., motion carried. The next regular meeting of the Perkins County Commission will be on Tuesday, May 12, 2015 at 10:00 a.m. at the Dakota Lodge in Lemmon, SD.

ATTEST:

APPROVED:

Sylvia Chapman, Finance Officer

Brad W. Besler, Chairman