

**Perkins County Commission
Regular Meeting**

Date: January 7, 2014

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

Others present: Shane Penfield, Duane Holtgard, Darlene Kueffler, Gary Brennen, Jason Hanson, Martin Paul, Rownea Gerbracht; Beth Hulm, press

Call to Order

The meeting was called to order by Finance Officer Chapman at 10:00 a.m. in the Perkins County Commissioner Room. The Pledge of Allegiance was recited.

Election of Officer

- Finance Officer Chapman called for nominations for Chairman. Schweitzer nominated Besler, Henderson nominated Foster, Foster nominated Henderson. Henderson moved nomination cease, Schweitzer seconded, motion carried. Besler was elected Chairman.
- The meeting was turned over to Chairman Besler. The floor was opened up for nominations for Vice Chairman. Henderson nominated Foster, Foster nominated Henderson. Foster moved that nomination cease, Schweitzer seconded, motion carried. Henderson was elected Vice Chairman.

Approval of Agenda

Foster moved, Ottman seconded to approve the agenda as presented, motion carried.

Approval of Minutes

Ottman moved, Henderson seconded to approve the minutes of the December 10th and December 30th Commissioner 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, 2013, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$25,672.97, Total amount of actual cash \$150.69; Insured Money Market \$1,958,672.54; Dakota Plains Federal Credit Union membership fee \$10.04; Certificates of Deposit \$500,001.00; South Dakota FIT \$101,495.23; Total \$2,586,002.47. 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 \$204.12 were reviewed.
- Sheriff car logs were reviewed.
- Motor Vehicle fees for the month of December, 2013 were reviewed.
- Register of Deed's fees in the amount of \$7,997.24 were reviewed.
- Longevity increase of .10/hour will be realized for the following: Shane Penfield, 1-1-2014, Renita Van Vactor 1-2-14; Darlene Lockert 1-19-2014.

Appointments

- Schweitzer moved, Foster seconded to appoint the following members to the 4-H Advisory Board: Geraldine Peck, Sharon Anderson, Faye Schalesky, Ida Sander, Julia Brixey with Willard Ottman as Commissioner representative to the 4-H Advisory Board, motion carried.
- Foster moved, Ottman seconded to approve the following Fair Board members: Gary Larson, Tracy Buer, Bev Heier, Max Matthews, Jens Hansen, Tarina Kopren, TW Schalesky, JD Ryen, Clyde Hafner, Penny Nelson, Ida Sander, 4-H Leader Representative Faye Schalesky, Bernice Kari, Commissioner Representative Brad Besler, motion carried.
- Foster moved, Henderson seconded to appoint the following people to the Local Emergency Planning Committee: Kelly Serr, Patty Benson, Tamara Buer, Harlan Hess, Alan McGinnis, Keith Mutschler, Todd Campbell, Arnold Schopp, Mike Schweitzer, motion carried.
- Henderson moved, Schweitzer seconded to appoint the following to the Perkins County Weed Board: Robert Hermann, Kevin Van Slooten, Jim Anderson, Tim Smith, Commissioner Rusty Foster, motion carried.
- Henderson moved, Foster seconded to appoint the following to the Mental Health Board: Tim Parmley, Patty Benson and Dan Kvale, motion carried.

- Ottman moved, Schweitzer seconded to appoint Loyson Carda as Veteran Service Officer for Perkins County, motion carried.
- Schweitzer moved, Ottman seconded to designate the following as legal newspapers for Perkins County: Bison Courier, Lemmon Leader and Dakota Herald, motion carried.
- Foster moved, Schweitzer seconded to set the per diem rate at the current state rate, motion carried.
- Ottman moved, Foster seconded to recognize Primary Election Date of June 3, 2014 from 7:00 am to 7:00 pm MDT and General Election date of November 4, 2014 from 7:00 am to 7:00 pm MT, and the polling places listed below, motion carried.

2014 Perkins County Precincts & Polling Places

<u>Precinct</u>	<u>Towns/Townships</u>	<u>Polling Place</u>
1	All within the city limits of the City of Lemmon North of Fourth Street and East of Main Street	Beehler Community Center 203 Main Avenue Lemmon, SD 57638
2	Horse Creek, Viking, Grand River, Wilson, Duck Creek, Lodgepole, Glendo, Sidney & Fredlund Townships	Lodgepole Hall 11006 SD Hwy 75 Lodgepole, SD 57640
3	Within the city limits of the City of Lemmon, South of Fourth Street and West of Main Street, Trail & Flat Creek Townships	Beehler Community Center 203 Main Avenue Lemmon, SD 57638
4	Castle Butte, White Butte, Liberty, Barrett, Burdick, Pleasant Valley & Rockford Townships	Beehler Community Center 203 Main Avenue Lemmon, SD 57638
5	Seim, DeWitt, Anderson, Hudgins, & Lincoln Townships	Beehler Community Building 203 Main Avenue Lemmon, SD 57638
6	Independence, Clark, Whitney, Meadow, Grand Central, Chance, Easter & Foster Townships	Indian Creek Church 13506 SD Hwy 73 Meadow, SD 57644
7	White Hill, Vail, Cash, Plateau, Strool, Jones, Maltby, Wells, Antelope & Duell Townships	Beckman Memorial Church 303 1 st St E Prairie City, SD 57649
8	Moreau, Englewood, Arrowhead, Flint Rock & Deep Creek Townships	Faith Community Center 204 N Main St Faith, SD 57626
9	Wyandotte, Beck-Highland, Sheffield, Dillon, Bixby, Martin, Mildrew & Vrooman Townships	Zeona Church 15263 Zeona Rd Zeona, SD 57795
12	Marshfield, Scotch Cap, Bison, Rainbow, Richland, Vickers, Lone Tree, Hall, Ada, Brushy & Chaudoin Townships & Town of Bison	Bentley Memorial Building 400 W Carr St Bison, SD 57620

Election Worker Compensation

Ottman moved, Foster seconded to set election worker compensation at \$8.50 per hour for precinct superintendents and \$7.50 per hour for deputies, motion carried.

Cell Phone Policy

Revisions for the cell phone policy were presented to the Commission. IRS Guidelines have been reviewed concerning whether the reimbursement for cell phones should be taxable and the conclusion is that it may be considered non-taxable. Foster moved, Henderson seconded to approve the change of cell phone reimbursement to non-taxable, motion carried.

Resolution 2014-1

Foster moved, Henderson seconded to introduce and approve Resolution 2014-1 "A Resolution Declaring the Courthouse as a Polling Place During Absentee Voting", roll call vote: Henderson aye, Ottman aye, Schweitzer aye, Foster aye, Besler aye, motion carried.

Resolution 2014-01 A Resolution Declaring Courthouse a Polling Place During Absentee Voting

Whereas, SDCL 12-18-3 states that except for sample ballots and materials and supplies necessary for the conduct of the election, no person may, in any polling place or within or on any building in which a polling place is located or within one hundred feet from any entrance leading into a polling place, maintain an office or communications center or public address system or display campaign posters, signs, or other campaign materials or by any like means solicit any votes for or against any person or political party or position on a question submitted. No person may engage in any practice which interferes with the voter's free access to the polls or disrupts the administration of the polling place, or conduct, on the day of an election, any exit poll or public opinion poll with voters within one hundred feet of a polling place. A violation of this section is a Class 2 misdemeanor; and

Whereas, the courthouse and/or other locations may be designated as polling places for absentee voting; and

Whereas, the Perkins County Commission considers any and all locals, whether for absentee voting or election day voting, designated as polling places to be in compliance with SDCL 12-18-3.

Now, therefore be it resolved that any and all locals designated as polling places, whether for absentee voting or on election day voting, will abide by SDCL 12-18-3.

EMC Insurance

Darlene Kueffler, from Bank of the West Insurance, was present to share the County's 2014 general liability, property, automobile, linebacker, bond and law enforcement insurance premium quote of \$37,141. Schweitzer moved, Ottman seconded to accept the quote from Bank of the West of \$37,141, motion carried.

Abatements

- ✓ A request for abatement was received from Rownea Gerbracht, DOE, in the amount of \$707.66 on Lemmon's 2nd Addn, Blk 3 S ½ of Lots 9 & 10 in the name of Mike Dauwen & Kori Dobitz. An error was made in entering the valuation of the property. The value was listed as \$50,794 and should have been \$31,122. Schweitzer moved, Foster seconded to approve the abatement request in the amount of \$707.66 on Lemmon's 2nd Addn Blk 3 S ½ of Lots 9 & 10, City of Lemmon, motion carried.
- ✓ Finance Officer Chapman requested approval of an abatement in the amount of \$129.26 on Lemmon Original Blk 6 Lot 3, City of Lemmon, which was taken by tax deed in 2013. Henderson moved, Schweitzer seconded to approve the tax abatement in the amount of \$129.26 on Lemmon Original Blk 6 Lot 3 City of Lemmon, motion carried.

Highway Department

- ✓ Gary Brennan addressed the Flat Creek Bridge (#320-043) on 4 Mile Road south of Noel Mitchell's. A quote was received for a 23" x 30' precast DTEE from Cretex. Schweitzer moved, Ottman seconded to approve the quote from Cretex for the precast Double T decking in the amount of \$6,297, motion carried.
- ✓ Brosz Engineering recently did a hydrology study on a bridge north of Roger Sonn's. The highway department is currently in the process of mitigation with FEMA on this project.
- ✓ Gary Brennan stated that Brosz Engineering would like to serve Perkins County out of the Sturgis office due to the high demand on the Bowman Office from the North Dakota oil fields. Gary introduced Jason Hanson as the representative from Brosz Engineering Office in Sturgis who will be serving Perkins County's needs in the future.
- ✓ Mack Truck is still in the process of being completed. A 5th wheel plate and sub-frame cost estimate is \$19,500. Holtgard will inspect the truck and return to the Commission at their special meeting for a decision on the 5th wheel plate.
- ✓ Holtgard would like to order a sander for the new Mack Truck. A quote of \$11,562 installed has been received. No action taken.
- ✓ The low water crossing at Roger Sonn's (#190-075) project will start this week. BL Construction will be doing the work on the crossing. February 11th is the target date for pouring concrete.
- ✓ Holtgard would like to pursue purchasing generators for the radio towers. Additional quotes will be obtained and returned to the Commission. One tower is in the northwest part of Perkins County and the other is in the southwest part of Perkins County.

- ✓ Commission expressed their appreciation to Holtgard for how he has kept the Commission aware of highway issues.

Technology Grant

DOE Gerbracht announced that Perkins County had received a Technology Grant, to replace the current server, in the amount of \$5,774.07. Henderson moved, Foster seconded to approve the BIT Technology Grant in the amount of \$5,774.07, motion carried.

Jail Contract

Sheriff Serr received a Jail Contract from the Adams County, North Dakota Jail. Schweitzer moved, Foster seconded to approve the Adams County Jail Contract at a rate of \$70.00 per day, motion carried.

Annual Publication of Salaries

Schweitzer moved, Henderson seconded to increase wages 3% across the board for full time and part time employees, motion carried.

The 2014 wages, including longevity, are as follows:

Mike Schweitzer	Commissioner	\$6723.84/year
Rusty Foster	Commissioner	\$6723.84/year
Willard Ottman	Commissioner	\$6723.84/year
Brad W. Besler	Commissioner	\$6723.84/year
Wayne Henderson	Commissioner	\$6723.84/year
Shane C. Penfield	States Attorney	\$47,700.90/year
Rebekah Veal	Secretary	\$12.07/hour
Sylvia Chapman	Finance Officer	\$49,036.36/year
Paulette Fero	Deputy Finance Officer	\$14.42/hour
Paula Kopren	Deputy Finance Officer	\$13.92/hour
Darlene Lockert	Register of Deeds	\$39,933.72/year
Heidi Stevens	Deputy Register of Deeds	\$14.32/hour
Rownea Gerbracht	Director of Equalization	\$38,477.72/year
Jeanette Kruger	Deputy Director of Equalization	\$13.72/hour
Julie Bachand	Deputy II Director of Equalization	\$12.71/hour
Kelly Serr	Sheriff	\$52,875.85/year
Kirby Chapman	Chief Deputy Sheriff	\$44,058.06/year
William B. Johnson III	Deputy Sheriff	\$17.99/hour
Greg Karels	Deputy Sheriff	\$17.25/hour
Matthew Schackow	Deputy Sheriff	\$16.33/hour
Antonio Garcia	Deputy Sheriff	\$16.33/hour
Alan McGinnis	Part-time Deputy Sheriff	\$12.75/hour
Tamara Buer	Administrative Deputy	\$15.22/hour
Jackie Van Vactor	Custodial	\$22,963.20/year
Custodian Fill In	Custodial	\$9.29/hour
Jill Olson	Administrative Assistant	\$12.17/hour
Loyson Carda	Veteran Service/Weed Secretary	\$12.58/hour
Patsy Crow	Secretary	\$14.95/hour
Duane Holtgard	Maintenance Worker	\$19.11/hour
Jeff Van Vactor	Maintenance Worker	\$17.56/hour
Joseph Green	Maintenance Worker	\$17.49/hour
Patrick Clark	Maintenance Worker	\$16.69/hour
Daroll Aukland	Maintenance Worker	\$15.91/hour
Brad Mackaben	Maintenance Worker	\$15.81/hour
Tyler Fisher	Maintenance Worker	\$15.81/hour
Certified	Part-time Jailers	\$11.10/hour
Non-Certified	Part-time Jailers	\$10.01/hour
	Extension Board	\$35.00/meeting
	Comprehensive Planning Board	\$50.00/meeting
	Weed Board Chairman	\$125.00/meeting
	Weed Board	\$100.00/meeting

Executive Session

Foster moved, Ottman seconded to enter into executive session – personnel, at 1:50 pm, motion carried. Besler declared the meeting out of executive session at 2:25 p.m.

Claims

The following claims were presented and approved for payment, December payroll: 89,964.92; IRS, fica, 5,965.04; SD Retirement, retirement, 5,086.13; Delta Dental, insurance, 1,166.72; Lincoln Mutual, insurance, 145.44; SDSDBF, insurance, 18,820.19; A&B Business, supplies, 168.70; Active Data, maintenance, 742.00; Bison Courier, publishing, 462.68; Bison Food, supplies, 15.20; Bison Grain, supplies, 90.00; Bison Implement, repairs/suppl, 2,174.45; Butler Machinery, repairs, 162.00; Contractors Supply, supplies, 37.50; Country Media, publishing, 338.08; Current Connection, supplies/equipment, 1,138.00; Dacotah Bank, supplies, 8.50; Dakota Farm, repairs, 71.88; Dakota Fluid, repairs, 49.81; DMI Diesel, repairs, 644.85; G&O Paper, supplies, 124.40; Grand Electric, utilities/maint, 1702.50; Jenner Equipment, repairs, 46.99; Lemmon IGA, supplies, 10.97; Lodgepole Store, propane, 2,730.59; McLeod's Printing, supplies, 531.20; Mid-States Organized Crime, dues, 100.00; NAPA, supplies, 81.28; NW Farm & Home Supply, supplies, 41.76; Perkins Co Conservation Dist, 2014 subsidy, 10,500.00; Runnings, supplies, 359.94; K Schumacher, travel, 175.38; SD Dept of Health, CHN qtrly, 1,545.00; SD State Attorney Assn, dues, 679.00; SDACC, dues, 917.48; SDACO, dues, 733.74; SD Weed & Pest Supervisor, dues, 50.00; SD Sheriff's Assn, dues, 439.46; Servall, supplies, 32.45; Sheehan Mack, equipment/supplies, 105,585.38; Sioux City Foundry Co, repairs, 4,688.00; Stateline Construction, repairs, 1,331.10; Tennant's Auto Center, maintenance, 48.00; Three Rivers Mental Health, rent, 900.00; Town of Bison, utilities, 196.17; Trail King, repairs, 69.38; Verizon Wireless, utilities, 360.13; VISA, travel/supplies, 744.60; Western Communications, repairs, 1,609.81; WR Telephone, utilities, 1,261.08

Special Meeting Date

Henderson moved, Schweitzer seconded to set a special meeting on Tuesday, January 14, 2014 at 1:00 pm at the Perkins County Courthouse, motion carried.

Adjournment

Henderson moved, Foster seconded to adjourn the meeting at 2:30 pm, motion carried. The next regular meeting of the Perkins County Commission will be held on Tuesday, February 11, 2014 at 1:00 pm in the Perkins County Courthouse Commissioner Room.

ATTEST:

APPROVED:

 Sylvia Chapman, Finance Officer

 Brad W. Besler, Chairman