

**Perkins County Commission  
Regular Meeting**

**Date: April 08, 2025**

**Present: Commissioners Carmichael, Foster, Campbell, Schweitzer, Henderson and Finance Officer Stadler**

**Others Present: Tracy Hafner, Cody Green**

Call to Order

Chairman Carmichael called the Regular Commissioner Meeting to order at 10:00 a.m.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Conflict of Interest

There was no Conflict of Interest to declare.

Approval of the Agenda

Commissioner Foster would like to add a Work Order for the 2025 Bridge Inspection to the Agenda. Henderson moved, Schweitzer seconded to approve the agenda with the addition of “Work Order for the Bridge Inspection for 2025 Inspections”, motion carried.

Approval of the Minutes

Campbell moved, Foster seconded to approve the Minutes for the Mar. 11, 2025 Regular meeting as presented, 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, 2025, Sara Stadler, Finance Officer, Perkins County. Total amount of deposits in banks \$2,690,497.55, Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union: \$22,697.50; Certificates of Deposit \$500,000.00; Total \$3,213,395.05. 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 \$949.08 were reviewed.
- Motor Vehicle fees for the month of March 2025 were reviewed.
- Register of Deed’s fees in the amount of \$5,731.00 were reviewed.
- Longevity increase of .10/hour will be realized for the following: M. Kindsvogel 4-1

Correspondence – Received letter from CAVA (Communities Against Violence & Abuse)

Black Hills Council & Local Government Mtg. – The meeting will be hosted in Perkins County on Friday May 9<sup>th</sup> and will be held at the TnT Restaurant.

Perkins County Ambulance Rent – no action taken.

Highway Department – Cody Green

Superintendent Green presented the Commissioners with his Monthly Report for the month of March. The crew has been working on maintenance and repairs and blading and pulling shoulders.

Brosz Engineering

- Work Order for Bridge Inspection for 2025 Inspection – Superintendent Green received the Estimated Engineering Cost from Brosz Engineering to do the Bi-Annual required Bridge inspections. Perkins County’s share is \$12,072. Perkins County has 51 bridges in the county. Foster moved, Campbell seconded to authorize Chairman Carmichael as signatory on the Work Order for Bridge Inspection from Brosz, motion carried.
- Proposal for Culvert Inspections on White Butte and Bixby – Superintendent Green would like to hire Brosz to assess the conditions of the culverts on Bixby Rd and

White Butte Road. Bixby Road has 119 culverts and White Butte Road as 98 culverts. The inspection quote is \$37,300. No action was taken.

- Proposal for Inspection for 2 Wooden Bridges on Moreau River Rd – Superintendent Green asked Brosz to give us a quote to inspect 2 bridges since they will be up here doing the County Bridge Inspections. Additional cost would be \$4,600. No action was taken.
- Proposal for Inspection for Bridge in Pleasant Valley Twp – Superintendent Green would like to have the bridge over the spillway in Pleasant Valley Township looked at. Total cost will be \$2,400, 80% of the cost would be covered by the RAIF (Rural Access Infrastructure Fund) and the remaining 20% would be covered by the Secondary Roads funds. Foster moved, Schweitzer seconded to authorize Chairman Carmichael as signatory on the Work Order for Small Structure No. 53-2096-1564, Fredlund Rd for Bridge Inspection, motion carried.
- Classification for County & Secondary Roads – Superintendent Green would like something in writing about how roads are taken care of by importance. Superintendent Green will update and present it to Commissioners at the next meeting.

Road & Bridge Levy Implementation – Commissioners would like to have a public hearing for a possible implementation of a County-wide Road and Bridge Levy. Foster moved, Schweitzer seconded to have a Special Meeting on Tuesday, April 29<sup>th</sup> at 6 pm in the Courtroom in the Perkins County Courthouse, motion carried.

#### Road Sign – Summerville Subdivision – Leslie Blakeman

Director of Equalization Tracy Hafner was asked to get a street name for the Summerville Subdivision. After consulting with the Commissioners, she will work with Kelly Serr (Emergency Manager) to come up with a name.

4-H Memo of Understanding – Commissioners discussed a possible temporary hire over the summer months. Contact will be made with Regina Bakley with SDSU Extension.

File Cabinets Surplus – DOE Hafner said if we could find a room for the 2 empty file cabinets in the vault, she will utilize them.

Burn Ban – Discussion was had but no action was taken at this time.

#### Sheriff- Kelly Serr

Transfer \$19,250.00 from Grant to Sheriff Equipment Budget 101-211-426.29 – Campbell moved, Foster seconded to approve the Budget transfer of \$19,250 to the Sheriff Equipment Line 101-211-426.29, motion carried.

#### Finance Officer - Sara Stadler

- Gov. Rhoden giving Good Friday and Easter Monday off – Foster moved, Campbell seconded to follow Governor Rhoden and give Perkins County employees 4 hours of Holiday Pay for Good Friday (April 18<sup>th</sup>) and 8 hours of Holiday Pay for Easter Monday (April 21<sup>st</sup>) for all full-time employees, and pro-rate for part-time employees, motion carried.
- Review Annual Report – Commissioners reviewed the 2024 Annual Report.
- Handbook – Update Sick Leave, Vacation Accrual & Leave Without Pay – Schweitzer moved, Foster seconded to add the following highlighted lines to the 5.9 Leave Without Pay section of the Perkins County Employee Handbook, “No additional leave benefits shall accrue during leave without pay, including Vacation, Sick Leave and Holiday. Employees must exhaust all applicable vacation and sick leave to be eligible for Leave Without Pay. Any exceptions would have to have prior approval from the Commission,” motion carried.
  - Foster moved, Henderson seconded to add the following highlighted lines to the Perkins County Handbook section 5.1 Vacation – Permanent Full Time Employees “Any employee working less than 40 hours shall accrue vacation on a pro-rated basis.” and to section 5.2 Sick Leave – Permanent Full Time Employees, “Any employee working less than 40 hours shall accrue sick leave on a pro-rated basis,” motion carried.

Claims:

The following claims were presented and approved for payment, March payroll: 70,522.24; IRS\FICA, 6,956.64; SD Retirement, 5,654.34; Delta Dental, ins, 1,006.50; Medico Life, ins, 136.80; Wellmark, ins, 19,986.13; Mutual of Omaha, ins, 255.07; HRA, reimbursements, 24,362.48; A&B, maint, 62.49; A&B, supplies, 88.09; AT&T, utilities, 1,478.14; Audra Hill Consulting, MH board, 537.00; Avera; prof. fees, 135.00; Bison Courier, publishing, 290.10; Bison Grain, repairs/labor, 20,763.60; Bison Imp, repairs, 1,137.31; Brosz, prof. fee, 5,857.50; Butler, repairs/labor, 8,997.61; Cava, collections, 191.07; Country Drug, jail meds, 17.17; Crossroads Hotel, travel, 600.00; Current Conn, supplies, 4,545.39; Dakota Feed, chemical, 18,105.00; Dakota Herald, publishing, 461.65; Digital-Ally, supplies, 5,334.49; DMC Wear, labor, 1,353.00; Executive Mgmt, maint, 50.49; Grand, utilities, 1,357.95; Hamand Tire, maint, 28.00; Horizon, amb. rent, 600.00; John Deere, equip, 7,156.71; Lemmon IGA, supplies, 21.27; The Lodge at Deadwood, travel, 210.00; Lodgepole Propane, utilities, 409.95; Matheson, supplies, 670.81; McLeod's, supplies, 1,062.65; Meade County, jail board, 2,660.00; Newman Signs, supplies, 3,354.78; S. Penfield, rent, 400.00; Perkins Co. Amb, subsidy, 5,000.00; Pharmchem, testing, 63.90; Pitney Bowes, postage/maint, 5,490.53; Prairie City Fire Dept, subsidy, 4,500.00; Runnings, supplies, 927.88; SD Dept of Public Safety, repairs, 2,340.00; SD Dev. Center, subsidy, 120.00; SD Public Health Lab, prof. fees, 40.00; SD Office of Attorney General, dues, 750.05; SDACO, dues, 400.00; Servall, supplies, 196.21; Tammy Stolle, court reporting, 59.50; Three Rivers, subsidy, 6,000.00; Town of Bison, utilities, 323.66; US Postal, supplies, 60.00; Verizon, utilities, 80.02, Visa, maint/utilities, 1,907.17; West Group, books, 441.22; West Plains Imp, repairs, 3,588.84; WRCTC, utilities, 1,245.44.

Adjournment

There being no further business to come before the Board, Chairman Carmichael declared the meeting adjourned at 12:47 p.m. The next Special Meeting will be held on Tuesday, April 29<sup>th</sup> at 6 pm in the Courtroom in the Perkins County Courthouse. The next Regular meeting of the Perkins County Commission will be held on Tuesday, May 13<sup>th</sup>, 2025 at 10:00 a.m.

ATTEST:

APPROVED:

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 Sara Stadler, Finance Officer

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 Kyle Carmichael, Chairman