

**Perkins County Commission  
Regular Meeting**

**Date: December 5, 2017**

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

**Others Present: Shane Penfield, Kelly Serr, Duane Holtgard, Corina Erickson, Greg Fried, Ida Sander, Beth Hulm, press.**

Call to Order

Chairman Foster called the meeting to order at 10:03 a.m.

Flag Pledge

The Pledge of Allegiance was recited by those in attendance.

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 November 30, 2017, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$19,136.39, Total amount of actual cash \$200.00; Insured Money Market \$2,701,428.24; Dakota Plains Federal Credit Union membership fee \$10.04; Certificates of Deposit \$501,000.89; Total \$3,221,775.56. 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 November 2017 were reviewed.
- ✓ Register of Deed's fees in the amount of \$4,856.50 were reviewed.
- ✓ Sheriff's fees in the amount of \$475.26 were reviewed
- ✓ Longevity increase

Bonuses

Henderson moved, Schweitzer seconded to grant bonuses in the amount of \$350.00 to full time employees, \$50.00 for jailers and \$175.00 for permanent part-time, motion carried.

Surplus Property

Commissioners Schweitzer and Hopfinger gave a report on the appraisal of the property the County recently obtained through the tax deed process. The property currently has personal property on the premises. Schweitzer moved, Carmichael seconded to send notification to the appropriate parties to remove the personal property by January 31, 2018, motion carried. The Sale of County Surplus Property will not be held at the January 9<sup>th</sup> Commissioner meeting. A date will be set after personal property has been removed.

Discussion was held on the conditions and minimum bid for the properties. Henderson moved, Hopfinger seconded to set the following conditions and minimum bid, motion carried.

<u>Description</u>	<u>Minimum Bid</u>	<u>Conditions</u>
Milw Land Co. 2 <sup>nd</sup> Addn Blk 34 Lot 5	\$18,500.00	Remove dead trees, bring to city code Water & Sewer up to date
Lemmon's 1 <sup>st</sup> Addn Blk 10 Lot 4	\$1,000.00	Remove dead trees, and bring to city code Remove structures within 12 months
Lemmon's 1 <sup>st</sup> Addn Blk 10 Lot 10	\$1000.00	Remove dead trees, and bring to city code Remove structures within 12 months

Executive Session

Henderson moved, Hopfinger seconded to go into Executive Session at 10:30 a.m. to discuss legal matters, motion carried. Foster declared the meeting out of Executive Session at 11:05 a.m.

Health Insurance

Discussion was held on the 2018 Health Insurance Premium. Henderson moved, Schweitzer seconded to renew the Wellmark myBlue HSA Silver 3600 PPO Silver Premium, motion carried.

HRA Reimbursement

Schweitzer moved, Hopfinger seconded to leave the Integrated Health Insurance Reimbursement at \$500/\$1000; roll call vote: Henderson nay, Hopfinger aye, Schweitzer aye, Carmichael nay, Foster nay, motion failed.

Carmichael moved, Hopfinger seconded to change the Integrated Health Insurance Reimbursement to \$750/\$1500, roll call vote: Hopfinger aye, Schweitzer aye, Carmichael aye, Henderson aye, Foster aye, motion carried.

Highway Superintendent Holtgard

- ✓ Holtgard presented his monthly Project & Maintenance Report. The crew is busy graveling County roads. They are also continuing to remove trees from the County right-of-way.
- ✓ All the gravel at the Date Pit has been utilized.
- ✓ The crew will be replacing the culverts on Deep Creek Road within the next week. BL Contracting will be used to excavate the old culverts and Perkins County will do the remainder of the project.
- ✓ Perkins County has been awarded a SDDOT Community Access Grant in the amount of \$400,000. Matching funds will be taken from the Capital Outlay Accumulations for the Road & Bridge Fund.
- ✓ Holtgard requested permission to advertise for bids for the surplus I beams at the County shop. Carmichael moved, Hopfinger seconded to allow Holtgard to advertise for bids on the surplus I beams, motion carried.
- ✓ Holtgard presented the Bridge Inspection Report to the Commission.
- ✓ Holtgard would like to keep Don Erickson on as a temporary employee since the highway department has experienced staff shortage due to medical leave and Holtgard requested a change in Erickson's hourly wage. No change in hourly wage was authorized.

Gravel Pits

Discussion was held on the possibility of placing the Date Gravel Pit (SWSE – S29, T17, R12 – 32 acres) and Carmichael Gravel Pit (NWSW, SWNW, SESW T4, T16, R16 – 119.39 acres) on surplus. The consensus of the Commission was to leave them as County property.

Surplus Property Policy

Hopfinger moved, Carmichael seconded to introduce and approve Resolution 2017-12 “A Resolution of the County of Perkins, South Dakota Establishing Policies and Requirements for the Sale or Transfer of Solid Waste or By-Products, Recyclable Materials or Scrap From Restricted Use Site”, roll call vote: Schweitzer aye, Carmichael aye, Henderson aye, Hopfinger aye, Foster aye, motion carried.

**RESOLUTION 2017-12**

**A RESOLUTION OF THE COUNTY OF PERKINS, SOUTH DAKOTA ESTABLISHING POLICIES AND REQUIREMENTS FOR THE SALE OR TRANSFER OF SOLID WASTE OR BY-PRODUCTS, RECYCLABLE MATERIALS, OR SCRAP FROM RESTRICTED USE SITE.**

*WHEREAS, The County of Perkins maintenance department regularly collects solid waste or byproducts, recyclable materials, and scrap materials; (hereinafter “such materials”); and*

*WHEREAS, at times such materials have value, although often only slight value; and*

*WHEREAS, it would be in the best interest of the County of Perkins to sell or transfer such materials without the formality required of SDCL Chapter 6-13, for the disposal of surplus property; and*

*WHEREAS, SDCL 34A-6-63.1 allows such disposal.*

*NOW, THEREFORE, be it resolved that the Finance Officer shall be authorized to sell or transfer all such excess materials to any interested party. The Commission may attempt to identify additional prospective buyers and negotiate the conditions of such transactions with prospective buyers, including price, delivery, transport, quantity, and length of contract, to obtain the price or conditions most advantageous to the governing body, all as allowed by SDCL 34A-6-63.1.*

*No Commission Member or other officer of the County may purchase or acquire the materials described in this resolution unless such materials are available for sale to or acquisition by the general public.*

The Commission recessed for lunch at 12:30 p.m.

The Commission reconvened at 1:15 p.m.

#### Server Issues

DOE Erickson explained the County server had a hard-drive go out over the weekend. The server can operate with 3 out of 4 hard-drives for limited amount of time but it is recommended that a new or refurbished hard-drive be installed as soon as possible. Discussion was held on the need to replace the server as the warranty expired over a year ago. Hopfinger moved, Henderson seconded to purchase a new server, motion carried.

#### Auto-Supplement – Weed Board

Schweitzer moved, Hopfinger seconded to auto-supplement the Weed Board Chemical Budget in the amount of \$11,250 pursuant to SDCL 7-21-32.1, motion carried.

#### State of South Community Health Nurse Office

Hopfinger moved, Henderson seconded to approve the State of South Dakota Consultant Contract for Provision of Community Health Services between Perkins County and South Dakota Department of Health and authorize Chairman Rusty Foster as signatory, motion carried.

#### DOE Corina Erickson

DOE Erickson would like to enter into one Consolidated Service Vanguard contract rather than multiple contracts. Schweitzer moved, Carmichael seconded to enter into a Consolidated Service Contract with Vanguard Computer Systems and to authorize Chairman Foster as signatory, motion carried.

Erickson presented a list of surplus property to the Commission for approval. Schweitzer moved, Henderson seconded to surplus and disposed of the following: HP Printer Photosmart A636; HP Printer Photosmart D7360; HP Printer Color LaserJet 3600N; HP Printer LaserJet 1150; Dell Desktop Computer OptiPlex 780; Dell Desktop Computer Vostro; Dell Desktop Computer Vostro, motion carried.

#### Sheriff Kelly Serr

- ✓ Sheriff Serr informed the Commission he had executed a jail contract with Pennington County and presented a copy for their review.
- ✓ Carmichael moved, Hopfinger seconded to authorize Rusty Foster as signatory on the 2018 Walworth County Jail Contract, motion carried.
- ✓ Sheriff Serr let the Commission know that the courthouse in-house security camera system needs upgrading. The new system would be \$4000+ depending on how many cameras were needed. Discussion was held on installing cameras on the outside of each entrance. Serr will bring numbers to the December 28<sup>th</sup> Commissioner meeting.
- ✓ The Perkins County Jail's sprinkler system needs an update. In addition to updating the sprinkler system, Sheriff Serr would also like to install an auto-dialing fire alarm system that works with the sprinkler system.

SDSU Memorandum of Understanding

Henderson moved, Carmichael seconded to authorize Chairman Foster as signatory on the 2018 SDSU Memorandum of Understanding, motion carried.

Executive Session

Carmichael moved, Schweitzer seconded to go into Executive Session at 2:34 to discuss legal matters, motion carried. Chairman Foster declared the meeting out of Executive Session at 2:39 p.m.

Claims

The following claims were presented and approved for payment, November payroll: 90,526.71; IRS, fica, 7,365.68; SD Retirement, retirement, 5,756.84; Delta Dental, insurance, 1,429.96; Medico Life, insurance, 131.04; Wellmark, insurance, 22,505.54; SDPEF, insurance, 99.00; HRA Reimbursements, 9,386.71; A&B Business, supplies, 78.62; Avera Queen, prof fees, 204.00; Bison Courier, publishing, 97.03; Bison Food, supplies, 22.18; Bison Grain, supplies, 301.20; Bison Implement, supplies/repairs, 1,446.41; Blomberg Trust, chemical rebate, 619.95; Bob Barker Co, supplies, 146.04; Butler Machinery, repairs, 240.49; Current Connection, supplies/repairs, 4,223.26; Dakota Auto Parts, repairs, 107.51; Dakota Farm Equipment, repairs, 1,309.98; Dakota Herald, subscription, 45.00; Dale's Tire, repairs, 196.08; ES&S, maintenance, 412.50; G&O Paper, supplies, 553.95; Grand Electric, utilities, 1,477.91; G Hendricks, chemical rebate, 441.64; Horizon Health Care, drug test, 110.00; John Deere Financial, repairs, 545.54; D Klopfenstein MD, jail meds, 10.44; J Kruger, travel, 27.72; Lemmon City, fuel, 2,005.10; V Lensegrav, election training, 39.70; Lodgepole Propane, utilities, 1,577.65; L Longwood, royalties, 20,000.00; Manlove Psychiatric, jail medical, 59.90; Matheson Tri-Gas, supplies, 607.45; McLeod's Printing, supplies, 936.07; Meade County Auditor, jail board/medical, 4,948.00; V Meyer, royalties, 21,600.00; Morris Inc, RB contracts, 241,780.00; NAPA Auto, supplies/repairs, 766.61; Newman Signs, supplies, 1,857.18; Northern Improvement, supplies, 1,120.00; NW Farm & Home, supplies, 42.82; Shane Penfield, rent, 400.00; Pennington County Jail, jail board, 150.00; Phil's Paint & Body, repairs, 435.00; Premier Equipment, repairs, 247.89; Radiology Assn, jail medical, 60.76; Ramkota Hotel, travel, 114.00; Runnings, supplies, 67.05; SBM, maintenance, 29.83; SD Abstracters, supplies, 100.00; SD Dept of Health, blood testing, 105.00; SD Developmental, MH subsidy, 60.00; SD DOT, prof fees, 122.94; SD Human Services, patient care, 591.90; SD Assn Co Hwy, dues, 275.00; SD Weed & Pest, dues, 50.00; SDML, workers comp, 33,924.00; Servall, supplies, 49.54; Sheehan Mack, repairs, 130.23; Shopko Pharmacy, jail medical, 55.05; Sirchie Finger Print, supplies, 245.14; H Stevens, supplies, 74.54; Tennant's Center, supplies, 184.69; Theo's Bakery, supplies, 24.00; Tophat Tinting, maintenance, 300.00; Town of Bison, utilities, 189.48; Trail King Industries, repairs, 349.54; Vanguard Appraisals, maintenance, 463.00; Verizon, maintenance, 280.07; VISA, travel/utilities, 432.30; West Group, law books, 909.23; D Wilson, chemical rebate, 119.04; West River Telephone, utilities, 1,479.16.

Adjournment

Chairman Foster adjourned the meeting at 2:40 p.m. A special meeting of the Perkins County Commission will be held on Thursday, December 28, 2017 at 10:00 a.m. at the Perkins County Courthouse. The next regular meeting of the Perkins County Commission will be held on Tuesday, January 9, 2018 at 10:00 a.m. at the Perkins County Courthouse.

ATTEST:

APPROVED:

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 Sylvia Chapman, Finance Officer

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 Rusty Foster, Chairman