

**Perkins County Commission  
Regular Meeting**

**Date: December 10, 2019**

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

**Others Present: Shane Penfield, Lincoln Shuck, Corina Molnar, Kelly Serr, Rebecca Miller, Beth Hulm, press**

Call to Order

Chairman Carmichael called the regular December meeting to order at 10:00 a.m.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Declaration of Conflict of Interest

No conflict of interest was declared.

Approval of the Agenda

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

Approval of the Minutes

Hopfinger moved, Schweitzer seconded to approve the minutes 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 November 30, 2019, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$1,949,515.62, Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union membership fee \$35.33; Certificates of Deposit \$501,585.29; Total \$2,451,336.24. 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 \$887.38 were reviewed.
- Motor Vehicle fees for the month of November 2019 were reviewed.
- Register of Deeds fees in the amount of \$2,614 were reviewed.
- Longevity Increase of .10 per hour will be realized by the following employees: C Goldsmith 12-1.

Highway Superintendent

- Highway Superintendent Shuck gave his Monthly Project and Maintenance Report. They have had to make repairs to the Lowboy trailer and plow truck.
- Maintenance has been completed on Lemmon Lake Road and 128<sup>th</sup> Avenue.
- Discussion was held on the meeting held with the City of Lemmon on a possible truck route for the City of Lemmon. The topic will be discussed at a later meeting.
- Carmichael inquired as to whether the crew was on 4 – 10-hour days or 5 – 8-hour days per week. Shuck stated that they are currently running 4 – 10-hour days. He is not opposed to changing if the situation warrants a change. He also stated that he may use the option of adjusting the four-day schedule and manpower as needed, switching between Monday and Friday as the off day.
- Discussion was held on employees taking county vehicles home. Shuck authorized this action based on the weather and the conservation of time when checking roads. Finance Officer Chapman asked that the mileage be documented so value of the benefit may be taxed according to IRS rules (p5138).

4-H Coordinator Rebecca Miller

4-H Coordinator Rebecca Miller was present to discuss the part-time position authorized by the Commission to begin in 2020. Schweitzer moved, Henderson seconded to have Miller advertise the position at \$12.50 per hour, motion carried.

DOE Corina Molnar

- DOE Molnar announced that Tracy Hintz has submitted her resignation effective December 31, 2019. Foster moved, Schweitzer seconded to accept Tracy Hintz's resignation effective December 31, 2019, motion carried.
- Molnar would like to start Katie Helms on the certification process and change her title from Clerk to Appraiser. Henderson moved, Foster seconded to change Katie Helm's title to Appraiser effective January 1<sup>st</sup> and to allow her to start the certification process, motion carried.
- DOE Molnar requested the Commission set an hourly fee for the time the Director of Equalization Office spends performing tasks outside the duties of the office for the Perkins County Predator District. Foster moved, Henderson seconded to set the hourly rate at \$20.00 per hour, motion carried.
- Discussion was held on the End User License Agreement for the Shape Files. The agreement will be reviewed by the State's Attorney and placed on the December 30<sup>th</sup> meeting agenda.

Surplus Properties

Discussion was held on the Perkins County surplus properties. A proposal was received from Jeff Haase and Ken Wilson to purchase Smith's Addition Blk 14 Lot 12 and Milwaukee Land Company 2<sup>nd</sup> Addn Blk 34 Lot 5.

- Smith's Addition Blk 14 Lot 12 cannot be sold outright as we have not yet advertised it to the public.
- *Schweitzer moved, Foster seconded to accept the proposal from Jeff Haase and Ken Wilson to purchase Milwaukee Land Company's 2<sup>nd</sup> Addition Blk 34 Lot 5 in amount of \$250.00, motion carried. A quit claim deed will be issued upon payment of the \$250.00. (correction)*

CHN Contract

The annual contract between the State of South Dakota Department of Health and Perkins County for Consultant Contract for Provision of Community Health Services was submitted for approval. The contract has increased 2.5%. Foster moved, Hopfinger seconded to approve the State of South Dakota Department of Health and Perkins County for Consultant Contract for Provision of Community Health Services, motion carried.

Employee Bonus

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

Supplemental Budget Hearing Set

Schweitzer moved, Foster seconded to advertise a Supplemental Budget Hearing for December 30, 2019 at the Special Commission Meeting, motion carried.

Sheriff Serr

Sheriff Serr was present to request the procurement of a Sheriff's vehicle for the Lemmon office. Schweitzer moved, Foster seconded to purchase the following vehicle for the Sheriff's Office using State Vehicle Contract #17340: One 2020 Chevrolet Silverado Special Service from Beck Motors of Pierre, South Dakota in the amount of \$32,149.00, motion carried.

Grants

- Foster moved, Carmichael seconded to accept HLS Grant in the amount of \$16,698.53 and to auto-supplement 101-211-426.29, motion carried.
- Hopfinger moved, Schweitzer seconded to accept Drug Control Grant in the amount of 7,692.98 and to auto-supplement 101-211-426.29, motion carried.

Claims

The following claims were presented and approved for payment, November payroll: 83,703.71; IRS, fica, 7,871.38; SD Retirement, retirement, 6,057.89; Delta Dental, insurance, 1,345.76; Medico Life, insurance, 114.36; Wellmark, insurance, 23,862.73; SDPEF, insurance, 96.00; HRA Reimbursements,

10,154.19; A&B Business, maintenance, 33.75; American Solutions, supplies/equipment, 375.24; Arrowhead Scientific, supplies, 60.00; Axon Enterprise, supplies, 455.00; Best Western, travel, 233.97; BH Ammunition, supplies, 598.50; Bison Courier, publishing/subscription, 871.62; Bison Food, supplies, 17.60; Bison Grain, fuel/repairs, 18,425.70; Bison Implement, repairs/supp, 3,959.62; Bob Barker Co, supplies, 76.01; Bootz & Tires, LLC, repairs, 480.00; Brosz Engineering, prof fees, 2,487.50; Butler Machinery, supplies, 1,234.61; Contractors Supply, supplies, 271.20; Crane, Roseland, Melling PC, ct appt atty, 1,784.76; Current Connection, maint/supplies/equip, 760.93; Dakota Feed, chemical, 1,723.50; Dakota Herald, publishing/subscription, 62.03; Dale's Tire, supplies, 2,349.34; DMC Wear Parts, repairs, 3,099.62; E-911, surcharge, 8,038.61; EMC Insurance, insurance, 172.00; Dewey J Ertz, ct evaluation, 2,025.00; Five Counties, blood testing, 100.00; G & O Paper, supplies, 387.00; C Goldsmith, travel, 86.00; Grand Electric, utilities, 855.05; Gary Hendricks, chemical rebate, 387.00; IAAO, dues, 200.00; Intoximeters, supplies, 205.25; Jenner Equipment, rentals, 9,300.00; John Deere Financial, repairs, 5,798.65; John's Repair, maintenance, 103.80; M Katterhagen, MH board, 15.00; Language Line Services, ct reporting, 50.00; Lemmon EMT, travel, 508.78; Lemmon IGA, supplies, 8.95; L Lewno, MH board, 165.00; D Lookwood, MH board, 15.00; Lodgepole Propane, utilities, 2,355.40; Manlove Psychiatric, jail meds, 59.90; Matheson Tri-Gas, supplies, 74.32; Meade County, jail board/surcharge, 7,368.00; Northern Truck Equipment, repairs, 1,533.67; NW Farm & Home, supplies, 258.83; S Penfield, rent, 400.00; Pennington Co State Atty, MH ct appt atty, 215.00; Pennington Co Jail, transport, 410.60; Pennington Co Sheriff, transport, 91.40; Phil's Paint & Body, repairs, 300.00; Pitney Bowes, postage, 3,000.00; Premier Equipment, repairs, 571.64; Print Shop, supplies, 425.00; Regional Health, jail meds, 104.70; Runnings, supplies, 210.65; RZ Motors, maintenance, 238.16; SD Developmental, subsidy, 60.00; SD Human Services, patient care, 591.90; SD State university, weather station, 2,000.00; SDAAO, dues, 75.00; SDML, Workman's Comp, 31,532.00; Servall, supplies, 56.44; Site Works Specialists, contracts, 24,764.40; R Stevens, repairs, 34.40; Stock's Electric, jail equipment, 669.00; Town of Bison, utilities, 215.75; Trans Source, rentals/repairs, 1,149.25; Vanguard, maintenance/registration, 4,807.50; Verizon, maintenance, 280.11; VISA, travel/equipment, 332.97; VISA, maint/utilities/supplies, 231.66; West Group, law books, 964.61; West River Health, prof fees, 62.50; G Wilken, chemical, 1,930.63; D Wilson, chemical, 96.75; WR Telephone, utilities, 1,439.41.

#### Adjournment

There being no further business to come before the Commission, Chairman Carmichael declared the meeting adjourned at 12:10 p.m. There will be a Special Meeting on Monday December 30, 2019 at 10:00 a.m. at the Perkins County Courthouse. The next Regular Meeting of the Perkins County Commission will be Tuesday, January 7, 2020 at 10:00 a.m. at the Perkins County Courthouse.

ATTEST:

APPROVE:

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Sylvia Chapman, Finance Officer

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Kyle Carmichael, Chairman