

**Perkins County Commission  
Regular Meeting**

**Date: December 8, 2015**

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

**Others present: Penfield, Holtgard, Gerbracht, Serr, Ida Sander, Beth Hulm, press**

**Absent: Commissioner Henderson**

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Call to Order

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

Approval of Agenda

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

Minutes

- Foster moved, Schweitzer seconded to approve the minutes of the November 10, 2015 minutes following correction; The next regular meeting of the Perkins County Commission will be on Tuesday, ~~December 10, 2015~~, *should read December 8, 2015* at 10:00 in the Perkins County Courthouse, motion carried.
- Foster moved, Ottman seconded to approve the minutes of the November 23, 2015 special meeting, 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, 2015, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$5,254.22; Total amount of actual cash \$200.00; Insured Money Market \$2,901,307.17; Dakota Plains Federal Credit Union membership fee \$10.04; Certificates of Deposit \$500,294.80; Total \$3,407,066.23. 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 2015 were reviewed.
- Register of Deed's fees in the amount of \$11,823.00 were reviewed.
- Sheriff's Fees in the amount of \$704.41 were reviewed.
- Sheriff Car Logs were reviewed.
- Longevity Increases in the amount of .10 per hour will be realized by K Chapman Dec 1.

Highway Superintendent

- Superintendent Holtgard would like the Commission to consider changing the policy on the number of employees. He feels that the cost savings in hiring another maintenance worker would pay for itself by reducing the need to contract out projects. Ottman moved, Schweitzer seconded to change the Highway Policy to read: The number of employees under the Highway Superintendent are as follows: 1 Administrative Assistant, 1 Mechanic and 8 Maintenance Operators, motion carried.
- Foster moved, Schweitzer seconded to allow Superintendent Holtgard to advertise for another highway maintenance position, motion carried.
- The Monthly Project & Maintenance Report was discussed.
- Highway Department MSHA Safety meeting will be hosted by Perkins County this year.

Public Hearing on 5-Year Highway Plan

Superintendent Holtgard reviewed the 5-Year Highway Plan with those present. Foster moved, Ottman seconded to approve the 5-Year Highway Plan as presented by Superintendent Holtgard and authorize Chairman Besler as signatory, motion carried. The plan is on file in the Perkins County Finance Office and the Perkins County Highway Office.

Health Insurance

Schweitzer moved, Foster seconded to set the premiums based on the premium savings by plan type, motion carried. The final premium amounts will be brought to the December 29<sup>th</sup> meeting.

Rownea Gerbracht – Alternative Work Schedule

Director of Equalization Rownea Gerbracht requested that the alternative work schedule be extended since the weather has been good. Ottman moved, Schweitzer seconded to extend the alternative work schedule as long as the weather holds, motion carried.

Liquor License Renewals

- Schweitzer moved, Foster seconded to approve the renewal of Lisa Wagner's Retail (on-sale) Liquor License RL-7800 for Smoky's Bar & Grill, motion carried.
- Foster moved, Ottman seconded to approve the renewal of Willis Kopren, Retail (on-sale) Liquor License RL-5306 for the Buzz Stop, motion carried.

Meeting Date

Schweitzer moved, Foster seconded to set a special meeting to finish up year-end business on Tuesday, December 29, 2015 at 10:00 a.m., motion carried.

Liquor License Transfer Hearing

Foster moved, Schweitzer seconded to set Tuesday December 29, 2015 at 10:15 a.m. as the time for a public hearing for the transfer of the Package (Off-Sale) Malt Beverage & SD Farm Wine License #PF-8119 and Retail (On-sale) Liquor License #RL-5306 to Karin Vinkemulder dba K-T, motion carried.

Supplemental Hearing Date

Schweitzer moved, Foster seconded to reschedule the Supplemental hearing date for Tuesday, December 29, 2015 at 10:30 a.m., motion carried.

Bonuses

Foster 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.

Contingency Transfer

Foster moved, Schweitzer seconded to do a contingency transfer in the amount of \$400 to the Election Budget, motion carried.

Sheriff Kelly Serr

- Sheriff Serr is converting to E-tickets which are currently compatible with the computers in the sheriff cars.
- Discussion was held on replacing the current screen in the Commissioner Room with a more functional screen. The Commission instructed the sheriff to bring prices back to the next meeting.
- Sheriff Serr advised the Commission that he will soon begin to take applications for creating an applicant pool, as well as to gauge the interest in part-time employment.

Executive Session – Personnel

Foster moved, Schweitzer seconded to enter into Executive Session to discuss personnel at 11:45 a.m., motion carried. Chairman Besler declared the meeting out of Executive Session at 11:58 a.m.

Coleman Avenue Deed

Schweitzer moved, Foster seconded to authorize Chairman Besler as signatory on the deed of Coleman Avenue to the Town of Bison, roll call vote: Schweitzer aye, Foster aye, Ottman aye, Besler aye, motion carried.

Closing Courthouse

The courthouse will be closed Friday morning, December 11, 2015, for the funeral of Mary Pat Ottman, wife of Commissioner Willard Ottman.

Claims

The following claims were presented and approved for payment, November payroll: 104,803.44; IRS, fica, 6,796.64; SD Retirement, retirement, 5,371.73; Delta Dental, insurance, 1,284.46; Lincoln Mutual, insurance, 146.88; SDSDBF, insurance, 25,894.32; A&B Business, supplies, 206.97; A+ Repair, repairs, 2,855.26; Agpro Equipment Services, repairs, 1,477.28; F Andress, chemical rebate, 202.50; Automotive Co, repairs, 767.11; D Beckman, Jr, chemical rebate, 196.50; BH Family Practice, jail meds, 182.50; Bison Courier, publishing, 62.56; Bison Food, supplies, 130.78; Bison Grain, supplies, 104.85; Bison Implement, supplies/repairs, 3,652.61; BH Ammunition, supplies, 708.50; Bob Barker Co, supplies, 74.86; Brosz Engineering, prof fees, 1,347.50; Butler Machinery, repairs, 1,278.97; Kirby Chapman, travel, 63.00; Chapman's Electronics, equipment, 2,090.10; Denise Cody, MH board, 15.00; Deloris Colgrove, supplies, 17.00; Connecting Point, maintenance, 130.00; Randal Connelly, Atty, ct appt atty, 1,318.40; Current Connection, supplies, 566.06; Dakota Herald, publishing, 562.62; Dale's Tire, supplies, 14,751.50; E-911, remittance, 14,457.29; Fairview Ranch, chemical rebate, 2,168.10; G&O Paper, supplies, 435.95; Galls' LLC, repairs, 71.94; Godfrey Brake Service, repairs, 414.29; Governors Inn, travel, 327.80; Grand Electric, utilities/repairs, 1,397.25; Hoffman Construction, supplies, 290.00; Jim Grothe Electric, supplies, 311.98; Johnson Eiesland Law, ct appt atty, 1,359.00; J Kari, supplies, 15.84; Kinney Law, ct appt atty, 1,138.16; David Klopfenstein, jail meds, 85.00; J Kruger, travel, 39.06; Lar-Jo's, supplies, 547.40; Lewis & Clark, MH board, 160.00; Lucy Lewno, MH board, 148.99; Lodgepole Store, propane, 311.50; Lyle Signs, supplies, 115.08; Meade County, remittance/jail board, 9,801.63; Jerry Muth, chemical rebate, 261.24; National Assn of Counties, dues, 450.00; NAPA Auto, repairs/supplies, 1,287.00; Newman Signs, supplies, 371.93; Northern Truck Equipment, repairs, 1,609.87; NW Farm Supply, supplies, 174.59; S Penfield, rent, 400.00; Pitney Bowes, postage, 10,000.00; Prairie Community Health, blood testing, 15.00; Premier Equipment, repairs, 2,237.45; Radiology Assn, jail meds, 42.00; Rapid Fire Protection, repairs, 195.00; Rapid City Regional, jail meds, 601.39; Gregory Runge, Atty, MH ct appt atty, 236.68; Runnings, supplies, 62.97; RZ Motors, maintenance, 86.34; Dean Schaefer Ct Reporter, MH reporter, 30.00; SDDOT, prof fees, 1,286.07; SD Human Center, care patient, 217.03; SDML Workers Comp, workman's comp, 32,307.00; Kelly Serr, travel, 372.23; Servall Uniform, supplies, 34.37; Shopko Pharmacy, jail meds, 10.99; T Smith, chemical rebate, 1,802.57; Steinley Real Estate, dues, 310.00; Stock's Electric, repairs, 1,375.00; K Swanda, MH board, 15.00; Tessier's Inc, repairs, 1,418.00; Town of Bison, Coleman Ave, 69,155.89; Town of Bison, utilities, 199.17; K Van Slooten, chemical rebate, 78.00; Verizon Wireless, maintenance, 240.06; VISA, travel, 29.14; Western SD Senior, 2015 subsidy, 3,000.00; WR Telephone, utilities, 1,033.47.

Adjournment

Foster moved, Schweitzer seconded to adjourn the meeting at 12:07 p.m. The next regular meeting of the Perkins County Commission will be held on Tuesday, January 5, 2016 at 10:00 a.m.

ATTEST:

APPROVED:

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 Sylvia Chapman, Finance Officer

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 Brad W. Besler, Chairman