

**Perkins County Commission
Regular Meeting**

Date: November 14, 2019

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

Others Present: Shane Penfield, Lincoln Shuck, Kelly Serr, Corina Molnar, Ida Sander, Beth Hulm, Press

Absent: Commissioner Henderson

Call to Order

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

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Approval of the Agenda

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

Declaration of Conflict of Interest

There was no Conflict of Interest declared.

Approval of the Minutes

Hopfinger moved, Schweitzer seconded to approve the minutes of the October 8th regular meeting and the October 24th Special Teleconference 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 October 31, 2019, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$3,279,905.38, Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union membership fee \$35.33; Certificates of Deposit \$501,585.29; Total \$3,81,726.00. 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 \$1,418.02 were reviewed.
- Motor Vehicle fees for the month of October 2019 were reviewed.
- Register of Deeds fees in the amount of \$4,792.50 were reviewed.
- Longevity Increase of .10 per hour will be realized by the following employees: J Green 11-1; K Serr 11-1; P Crow 11-14.

Highway Superintendent

- The Highway Department is wrapping up the culvert project and should be returning the excavator this week. Mowing should be completed this week.
- Superintendent Shuck has been in contact with the personnel from TransCanada concerning the bridges throughout the County.
- Discussion was held on the repair of the John Deere motor grader. Shuck will research the repairs and bring it back to the December meeting.
- They have been searching the County for gravel potential.
- Discussion was held on a United States Department of Agriculture, Rural Development Grant/Loan opportunity for the purchase of a motor grader.

Resolution 2019-9

Schweitzer moved, Foster seconded to introduce and approve Resolution 2019-9 "Resolution Authorizing Application for Financial Assistance"; roll call vote: Foster, aye, Hopfinger aye, Schweitzer aye, Carmichael aye, motion carried.

**Resolution 2019-9
Resolution Authorizing Application
For Financial Assistance**

A Resolution of the County Commission of Perkins County authorizing the application for financial assistance with the United States Department of Agriculture, Rural Development to finance the purchase of a motor grader for the Perkins County Highway Department and the purchase of an accessible stair lift for the Perkins County Courthouse. Be it further resolved that the Perkins County Commission authorizes the Chairman and Finance Officer as signatory on all documents relating to the USDA Rural Development Loan and/or grant.

Executive Session - Personnel

Foster moved, Schweitzer seconded to declare Executive Session at 10:44 a.m. to discuss Personnel according to SDCL 1-25-2. Chairman Carmichael declared the meeting out of Executive Session at 11:03 a.m.

Highway Appointments

Foster moved, Schweitzer seconded to give Superintendent Shuck the authority to appoint an Assistant Highway Superintendent and Foreman and offer a .25 per hour wage increase effective January 1, 2020, motion carried.

DOE Corina Erickson

- Foster moved, Schweitzer seconded to authorize Corina Molnar as signatory on the Vanguard Website Hosting Agreement, motion carried.
- Discussion was held on selling the Perkins County Shapefiles. Schweitzer moved, Foster seconded to set the sale of Perkins County Shapefiles at \$4,000.00, motion carried.
- Discussion was held on what layers should be available to public on the GIS site. Foster moved, Carmichael seconded to lock down property record cards and sales, motion carried. Discussion was held on setting website subscription rates. DOE Molnar recommended setting a daily, monthly and annual rate. Foster moved, Schweitzer moved to set the following rates: Daily - \$15, Monthly \$45 and Yearly \$350, motion carried.

Sheriff/Emergency Manager Kelly Serr

- Sheriff/EM Serr announced that Perkins County has received notice of the 2019 Homeland Security grant in the amount of \$33,402.60. Hopfinger moved, Foster seconded to accept the 2019 Homeland Security grant in the amount of \$33,402.60, motion carried.
- Serr informed the Commission that the Pre-Disaster Mitigation 5-Year Grant Application was up for renewal. The grant pays 75% (\$7,500) towards the completion of the ODM Plan which will be completed by Black Hills Council of Local Governments. He requested passage of Resolution 2019-10.

Resolution 2019-10

Schweitzer moved, Hopfinger seconded to introduce and approve Resolution 2019-10 "A Resolution of Appointment of Applicant Agent"; roll call vote: Hopfinger aye, Schweitzer aye, Foster aye, Carmichael aye, motion carried.

RESOLUTION 2019-10
APPOINTMENT OF APPLICANT AGENT
for the
Hazard Mitigation Grant Program (HMGP) or
Pre-Disaster Mitigation (PDM) Grant Program

WHEREAS, Perkins County is submitting a Hazard Mitigation/Pre-Disaster Mitigation Grant project to the Federal Emergency Management Agency and the State of South Dakota; and

WHEREAS, Perkins County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that Perkins County appoints the Perkins County Emergency Manager as the authorized Applicant Agent.

Appointing Authority:

Name: Kyle Carmichael

Title: County Commission Chairman

Appointed Agent:

Name: Kelly Serr

Title: Emergency Manager

Health Insurance Renewal

Ida Sander, Wellmark Agent, was present to review the 2020 Health Insurance Renewal. The current Wellmark "myBlue HDHP Silver PPO Plan" has had some change in out-of-pocket maximum and an increase of 9.45%. Discussion was held on changing the plan to "myBlue HDHP

PPO Bronze Plan” which has a higher deductible and lower premiums. An Employee Meeting was held and the consensus of the employees was to take an increase in deductible. The Commission expressed their appreciation to the employees. Foster moved, Schweitzer seconded to change the Wellmark Plan to the “myBlue HDHP Bronze” with the \$6750/\$13,500 deductible with an HRA reimbursement after \$1,000/2,000 for the 2020 plan year, motion carried.

Surplus Property

Discussion was held on the Perkins County Surplus Property in Lemmon. The Commission passed a motion on October 10th to hold a Surplus Sale at the December Commission Meeting. Following appraisal of the property, it was suggested that the structure should be removed. The Lemmon City Council approved a 50/50 cost share for removal of the structure. Schweitzer moved, Foster seconded to accept the proposal from the City of Lemmon for a cost for removal of the structure on Smith’s Addition Blk 14 Lot 12, motion carried. Foster moved, Carmichael seconded to rescind the motion from the October 10th Commission Meeting (*Foster moved, Carmichael seconded to advertise Smith’s Addition Blk 14 Lot 12 and Milw Land Co 2nd Addn Block 34 Lot 5 for sale at public auction during the Tuesday, December 10, 2019 Commission Meeting, motion carried.*), motion carried.

Chairman recessed the meeting for lunch at 12:45 p.m.

The meeting reconvened at 1:30 p.m. Commissioner Schweitzer was not present for the afternoon session.

Stair Lift

Discussion was held on the purchase of a Commercial Stair Lift to make our courthouse accessible for those with disabilities. Finance Officer Chapman has been researching options and this item will be placed on the December agenda.

December Meetings

The regular meeting of the Perkins County Commission will be held on December 10th. Foster moved, Carmichael seconded to set a special meeting on December 30th to finish up year-end business, motion carried.

Perkins County Tax Deed Policy

A Tax Deed Policy was prepared by State’s Attorney Shane Penfield for review and approval by the Commission. Hopfinger moved, Foster seconded to approve the Perkins County Tax Deed Policy as presented motion carried. The Policy may be found on file in the Perkins County Finance Office.

Conflict of Interest Policy

State’s Attorney Penfield presented a Conflict of Interest Policy for the Commission to review and approve. This Policy refers to conflicts of interest as it pertains to Perkins County Commissioners. Hopfinger moved, Foster seconded to approve the Conflict of Interest Policy, motion carried. The Policy may be found on file in the Perkins County Finance Office.

Holiday Policy

- Discussion was held on the Holiday Policy located in the Perkins County Policy Book. Foster moved, Carmichael seconded to amend the holiday policy to read: *All other days designated as a holiday by the President of the United States or the Governor of South Dakota shall also be determined to be legal holidays, upon approval of the Commission*, motion carried.
- Carmichael moved, Foster seconded to grant employees an additional 4 hours of leave on December 24, 2019 (policy currently grants 4 hours on Christmas Eve and 8 hours on Christmas), motion carried.

Liquor License Renewals

Foster moved, Hopfinger seconded to approve the renewal of the On-Sale Liquor License # RL-7800 for Smoky’s Bar & Grill and the renewal of the On-Sale Liquor License #RL-4306 for K-T, motion carried.

Authorization to Advertise

Foster moved, Hopfinger seconded to authorize Finance Officer Chapman to advertise for a Deputy Auditor with a hire date of January of 2020, motion carried.

Additional PILT from Class Action Lawsuit

Finance Officer Chapman announced Perkins County has received payment of the net share of Judgment for 2015-2017 PILT Underpayments in the amount of \$9,877. Foster moved, Hopfinger seconded to receipt the \$9,877 into the Road & Bridge Fund, motion carried.

Claims

The following claims were presented and approved for payment, October payroll: 82,904.25; IRS, fica, 8,266.37; SD Retirement, retirement, 6,250.48; Delta Dental, insurance, 1,387.86; Medico Life, insurance, 120.84; Wellmark, insurance, 24,858.12; SDPEF, insurance, 99.00; HRA Reimbursements, 1,978.90; A&B Business, maintenance, 33.75; A+ Repair, repairs, 5,570.48; American Solutions, supplies, 284.07; Anderson Western, contract, 30,157.51; Avera Queen of Peace, pro fees, 132.95; BH Family Practice, jail meds, 72.00; Bison Courier, publishing, 129.51; Bison Food Store, supplies, 52.82; Bison Grain, supplies, 2,417.78; Bison Implement, repairs/supplies, 2,316.34; Black Strap Inc, supplies, 7,864.32; Bob's Repair, maintenance, 40.00; Bootz & Tires, repair, 1,950.00; Brosz Engineering, prof fees, 10,277.50; Butler Machinery, repairs, 1555.05; Jean M Carlson, court reporting, 100.00; Chapman's Electronics, repair/equipment, 3,634.00; Clinical Lab of the BH, prof fees, 1,646.00; Correct RX Pharmacy, jail meds, 37.83; County Drug, jail meds, 701.79; Current Connection, maint/supplies, 979.17; Dakota Auto, repairs, 20.48; Dakota Feed & Seed, supplies, 40.85; Dakota Herald, publishing, 114.09; Dale's Tire, repairs, 225.00; Election Systems & Software, maintenance, 1,755.00; Evanson Jensen Funeral Home, prof fees, 50.00; Executive Mgmt Finance, supplies, 28.05; Expressway Suites, travel, 169.20; G&O Paper, supplies, 843.60; Gooseneck Implement, rentals, 2,500.00; Grand Electric, utilities, 1,450.33; Hamand Tire, maintenance, 27.50; HR Direct, supplies, 67.93; Karen Hunt LLC, ct appt atty, 994.48; Inland Truck Parts, repairs, 893.71; Jenner Equipment, rentals, 9,300.00; John Deere Financial, repairs, 530.20; John's Repair, maintenance, 329.41; K&R Auto Body, maintenance, 695.00; Kinney Law, PC, ct appt atty, 876.15; Lawson Products, supplies, 194.74; Lemmon EMT, travel, 497.69; Lodgepole Propane, utilities, 554.40; Manlove Psychiatric, jail meds, 119.80; Matheson Tri-Gas, supplies, 148.64; McClure & Hardy Prof LLC, MH ct appt atty, 200.54; Meade County, jail board, 4,800.00; My Place, travel, 231.00; Napa/Agpro, repair/supplies, 1,475.33; National Sheriffs Assn, registration, 60.00; Nelson Law, ct appt atty, 1,178.93; Northern Fire & Safety, maintenance, 209.50; Northern Truck Equipment, repairs, 2,664.00; NW Farm & Home Supply, supplies, 114.43; S Penfield, rent, 400.00; Pennington County Jail, jail board, 2,802.90; Pharmchem, testing, 28.55; Phil's Paint & Body, repairs, 160.00; Rapid City Regional Health, coroner fees, 461.00; Runnings, supplies, 348.88; SD Developmental Center, subsidy, 60.00; SD Human Service Center, patient care, 78.92; SDATAT, registration, 120.00; Servall Uniform, supplies, 106.52; Shane's Pharmacy, jail meds, 128.98; Sirchie Finger Print, supplies, 275.69; State Animal Damage, pred control, 5,049.86; Stippich Inc, repairs, 165.92; Tennant's Auto Center, maintenance, 7.93; TLC Fabrication, contractual service, 76.50; Town of Bison, utilities, 203.79; Trail King Industries, repairs, 981.64; Trans Source, rentals/repairs, 8,737.82; Truenorth Steel, supplies, 4,291.42; J VanVactor, supplies, 7.82; J VanVactor, supplies, 39.09; Verizon Wireless, maintenance, 280.07; VISA, supplies/travel, 685.08; VISA, utilities/equipment/registration, 4,149.97; West Group, law books, 1,901.12; West River Telephone, utilities, 1,471.61; Yankton Co Sheriff, MH sheriff fees, 50.00.

Public Comment

There were no persons present for the public comment.

Adjournment

There being no further business to come before the Commission, Chairman Carmichael adjourned the meeting at 2:39 p.m. The next regular meeting of the Perkins County Commission will be held December 10th at 10:00 a.m. in the Perkins County Courthouse.

ATTEST:

APPROVED:

Sylvia Chapman, Finance Officer

Kyle Carmichael, Chairman