

**Perkins County Commission
Regular Meeting**

Date: December 8, 2020

Present: Commissioners Carmichael, Foster, Hopfinger, Schweitzer (Zoom) and Henderson and Finance Officer Chapman

Others present: Shane Penfield, Lincoln Shuck, Corina Molnar, Dean Frey, Ida Sander, Karen Voller, Tori Voller, Beth Hulm, (in person) and Mike Emery, Stacy Mongar, Brad Shelton (via Zoom)

Call to Order

Chairman Carmichael called the regular meeting of the Perkins County Commission to order at 10:12 am.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Conflict of Interest

There was no Conflict of Interest declared.

Approval of the Agenda

Foster moved, Hopfinger seconded to approve the Agenda following the addition of the approval of the November 24th meeting minutes and December Special Commission Meeting date, motion carried.

Minutes

Foster moved, Hopfinger seconded to approve the November 5, 2020 meeting minutes with the following correction: *Hopfinger moved, Henderson seconded to remove the lien from Lemmon's 1st Addition Blk 4 Lot 2, motion carried* to read Hopfinger moved, Henderson seconded to remove the following liens from Lemmon's 1st Addn Blk 4 Lot 2: jail lien \$3,310.00, jail medical \$370.97 and court appointed attorney lien - \$3223.05, with the lien remaining on Lemmon's 1st Addn Blk 4 Lot 1 and Lemmon's 1st Addn Blk 10 Lot 1, 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, 2020, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$2,294,862.13; Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union: \$103,488.00; Certificates of Deposit \$400,000.00; Total \$2,798,585.46. The total represents state, county, schools, cities and township funds, which will be transferred to each entity of government after being apportioned.
- Register of Deeds fees for October were \$1,590.00.
- Sheriff fees in the amount of \$425.00 were reviewed.
- Motor Vehicle fees for the month of November 2020 were reviewed.
- A longevity increases of .10 per hour will be realized by c Goldsmith 12-1.

Highway Department

- Highway Superintendent Shuck shared the Monthly Project and Maintenance report with the Commission. Discussion was held on equipment repairs at the county shop.
- Dean Frey was present to discuss the possibility of assistance with a crossing in White Butte Township on 184th Ave. Shuck will do some research on the issue.
- The maintenance crew has been blading and graveling on C11 & C23 south of Bison and secondary roads throughout the county.
- Foster moved, Hopfinger seconded to authorize Chairman Carmichael as signatory on the 2020 Local Federal Bridge Program Funding Agreement, motion carried.
- Discussion was held on the Perkins County Cattle Guard Policy. Hopfinger moved, Foster seconded to approve and publish the Perkins County Cattle Guard Policy, motion carried.

PERKINS COUNTY CATTLE GUARD POLICY

For new cattle guard(s), the landowner(s) shall only install or replace cattle guard(s) which shall meet the following specifications:

- 1) Any cattle guard shall not be less than 7' by 24' wide for Primary Roads and 7' by 20' for Secondary and Minimum Maintenance Roads.
- 2) All cattle guards shall have concrete or metal abutments and metal tops; tubing may be round or square, 2' on center substructure and have removable ends to accommodate wide loads. The minimum of a 20' cattle guard is required to facilitate a V-plow.
- 3) The cattle guard shall be heavy enough to carry legal loads and have no rods or straps on top of the rails running parallel to the road.
- 4) The cattle guard shall have removable ends.
- 4) Landowner(s) shall be responsible for all costs of materials.

The Perkins County Commissioners may approve an application to construct cattle guards across a county road.

All present cattle guards on county roads that do not meet the above specifications may remain in place. However, all maintenance and cleaning of the cattle guard shall be the responsibility of the landowner. Cattle guard(s) remaining on the County road system shall not be less than 7' by 16'.

In the instance that repair or maintenance is needed, a notice of necessary repairs to the cattle guard will be given to the landowner by certified letter along with a copy of this policy.

The notice will explain the damage, include a picture of damage and an expectation on time for repair to be completed depending on amount of damage and whether it is a safety hazard.

In an emergency, the Perkins County Highway Department will replace a cattle guard, with landowner(s) billed for the actual cost of cattle guard and labor. (i.e. more than one bar broke or gone, multiple cracks & potential tire damage.)

Any variances to this policy are subject to approval by the Perkins County Commissioners.

5-Year Plan Hearing

The 5-Year Plan Hearing was held. Henderson moved, Foster seconded to approve the 5-Year Plan as presented by Highway Superintendent Shuck, motion carried.

Shapefile User Agreement

Henderson moved, Foster seconded to approve the Shapefile User Agreement with Zillow, motion carried. Foster moved, Carmichael seconded to authorize Corina Molnar as signatory on the Shapefile User Agreement

Resolution 2020-12 – Amended Plat Lots 1-8 of Shadehill Addition

The Commission reviewed the amended plat of Lots 1-8 of the Shadehill Addition. Foster moved, Hopfinger seconded to approve Resolution 2020-12 Amended Plat of Lots 1-8 of the Shadehill Addition, roll call vote: Foster aye, Hopfinger aye, Henderson aye, Schweitzer aye, Carmichael aye, motion carried.

**Resolution 2020-12
Amended Plat of Lots 1 – 8
of the Shadehill Addition
to Perkins County, South Dakota**

**Highway Approach Moved South and North South Easement Removed
Located in the NW1/4NW1/4 of Section 20
Township 21 North, Range 16 East of the B.H.M.**

Be it resolved by the County Commission of Perkins County, South Dakota that the Amended Plat of Lots 1 - 8 of the Shadehill Addition to Perkins County, South Dakota, as located in the NW1/4NW1/4 of Section 20, Township 21 North, Range 14 East of the B.H.M., Perkins County, South Dakota, having been examined, is hereby approved in accordance with the provisions of South Dakota Compiled Law, Chapter 11-3, and any amendments thereof.

Dental Health and Life Insurance

The majority of employees wished to keep the current insurance. Foster moved, Henderson seconded to leave the dental, vision and life insurance with the current providers, motion carried.

Wellmark Health Insurance

Foster moved, Schweitzer seconded to move forward with the Wellmark Blue Cross Blue Shield Bronze plan, motion carried.

Henderson moved, seconded to participate in the Wellmark Blue Cross Blue Shield Employer Group Retiree Program effective January 1, 2018, motion carried.

Liquor License Renewal

- Foster moved, Hopfinger seconded to approve the On-Sale Liquor License #RL-4306 for K-T, motion carried.
- Henderson moved, Foster seconded to approve the On-Sale Liquor License #RL-5710 for Lemmon Country Club, motion carried.

Capital Outlay Accumulations Transfer

Foster moved, Henderson seconded to transfer \$500,000.00 from Capital Outlay Accumulations to Road and Bridge Fund, motion carried.

Employee Bonus

Henderson moved, Hopfinger seconded to grant year-end bonuses in the amount of \$400 to full-time employees, \$50.00 for jailers, Veteran Service Officer and Weed Administration and \$200.00 for permanent part-time employees, motion carried.

Auto-Supplement

Foster moved, Hopfinger seconded to auto-supplement the insurance payment of \$2,271.29 to 101-211-425, motion carried.

Contingency Transfers

Foster moved, Schweitzer seconded to approve the following contingency transfers: 101-165-411 - \$500; 101-422-411 - \$1000; 101-445-422.05 - \$2500; 101-445-424 - \$2500; 242-311-425 - \$500, motion carried.

Temporary Hire

Finance Officer Chapman requested permission to hire Paulette Fero for up to six weeks to help with the mailing of tax receipts starting in January. Foster moved, Henderson seconded to allow Finance Officer Chapman to hire Paulette Fero as a temporary part-time employee, motion carried.

Special Commission Meeting

Foster moved, Hopfinger seconded have a Special Commission Meeting on Tuesday, December 29th at 10:00 am, motion carried.

Executive Session

Foster moved, Carmichael seconded to go into Executive Session to discuss personnel at 12:42 pm, motion carried.

Chairman Carmichael declared the meeting out of Executive Session at 1:56 pm.

Claims

The following claims were presented and approved for payment, Nov. payroll: 86,212.67; IRS, fica, 8,007.50; SD Retirement, retirement, 6,292.95; Delta Dental, insurance, 1,303.66; Medico Life, insurance, 107.88; Wellmark, insurance, 18,265.59; SDPEF, insurance, 96.00; HRA Reimbursements, 1,012.00; A&B, copier, \$89.98; Aggregate, gravel crushing, 238,046.00; American Solutions for Business, supplies, \$472.50; Audra Hill Consulting, MH Board, 319.66; Beck Motor, Maint, 77.31; Bison Courier, advertising, 116.64; Bison Food, supplies, 169.08; Bison Grain, supplies, 4.34; Bison Imp. Supplies/repairs, 1,101.63; Brosz Engineering, prof. fees, 2,900.00; CAVA, collections, 430.00; City of Lemmon, gasoline, 2,700.28; Current Connection, supplies/equip. 928.67; Dakota Herald, subscription/advertising, 167.41; Dan Fox, MH Crt. Appt Atty, 177.30; D. Lensegrav, chemical rebate, 470.49; City of Mobridge, E-911 Surcharge, 13,458.34; EMC Insurance, insurance, 191.00; Election Systems, supplies, 2,214.32; Faith Ambulance, subsidy, 1,000.00; J. Fero, gravel royalties, 54,120.00, Five Counties Nursing Home, SA prof. fees, 100.00; G&O Paper, supplies, 152.80; Godfrey Brake Service, repairs, 376.68; Gooseneck, repairs, 12,490.55; Grand Electric, utilities, 1,621.87; IAAO, dues, 220.00; J & J Operating, repairs, 69.60; John Deere, repairs, 1,858.25; K&R, maint, 50.00; Lawson Products, supplies, 66.48; Lemmon EMT, travel, 1,566.09; Lemmon IGA, supplies, 8.12; Lodgepole Propane, utilities, 1,222.88; Matheson, supplies, 71.67; M. Matthews, chemical rebate, 372.60; McLeod's, supplies, 70.18; Meade County, Jail Board/communications, 744.25; Newman Signs, supplies, 862.27; NW Farm & Home, supplies, 7.49; S. Penfield, rent, 400.00; Pennington Co. Jail, transport, 244.85; Phil's Paint & Body, repairs, 145.00; Pitney Bowes, postage, 3000.00; R. Smith, election, 25.00; Runnings, supplies, 220.22; SBM, copier, 26.67; SD Dept of Health, SA prof. fees, 40.00; SD Develop. Center, subsidy, 60.00; SD Human Services, pt. care, 600.00; SDAAO, dues, 150.00; Servall, supplies, 56.44; SD Dept of Ag, prairie dog bait, 1,100.00; Town of Bison, utilities, 231.15; Trans Source, repairs, 96.64; Verizon, utilities, 282.15; Visa, travel/postage, 91.89; Visa, equipment/utilities, 278.59; WRCTC, utilities, 1,393.95

Adjournment

There being no further business to come before the Commission, Chairman Carmichael adjourned the meeting at 1:57 pm. The next regular meeting of the Perkins County Commission will be held on January 5, 2021 at 10:00 am at the Perkins County Courthouse.

ATTEST:

APPROVED:

 Sylvia Chapman, Finance Officer

 Kyle Carmichael, Chairman