CLARK COUNTY COMMISSIONERS PROCEEDINGS

December 19, 2017

The Clark County Commissioners met in regular session on Tuesday, December 19, 2017 in the Commissioners’ meeting room of the Clark County Courthouse. Chairperson Wicks called the meeting to order at 8:00 a.m. with the following Commissioners present: Bjerke, Hass, Reints, Sass and Wicks. Also present Auditor Tarbox.

**AGENDA:** Motion by Hass, second by Bjerke to approve the December 19, 2017 agenda as presented. All present voting aye. Motion carried.

**MINUTES**: Motion by Reints, second by Sass to approve the minutes from the regular meeting of December 5, 2017 regular meeting and December 12, 2017 special meeting. All present voting aye. Motion carried.

**HIGHWAY**: HS Eggleston met with the board to discuss road conditions and road work being done. He also updated the board on the construction progress of the highway building.

**RESOLUTION 21-17:** Motion by Bjerke, second by Sass to approve and allow Chairman to sign the bridge improvement grant authorizing submission of applications for structure number 13-101-225, located 5.0S and 1.0W of Raymond. All voting aye. Motion carried.

**RESOLUTION 21-17**

WHEREAS, Clark County wishes to submit an application/applications for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER (S) AND LOCATION(S)

13-101-225

5.0S and 1.0W of Raymond

and WHEREAS, Clark County certifies that the project(s) are listed in the county’s Five-Year County Highway and Bridge Improvement Plan\*;

and WHEREAS, Clark County agrees to pay the minimum 20% match on the Bridge Improvement Grant funds OR the following greater percentage 30%;

and WHEREAS, Clark County hereby authorizes the Bridge Improvement Grant application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED;

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application(s).

Vote of Commissioners/Council: Yes: Bjerke, Hass, Reints, Sass and Wicks. No: None.

Dated at Clark, SD, this 19th day of December, 2017.

ATTEST:

/s/Christine Tarbox /s/ Violet Wicks\_\_\_\_\_\_\_\_\_\_

Clark County Auditor Chairperson

**HIGHWAY:** Motion by Bjerke, second by Sass to allow HS Eggleston to purchase two used rippers from RDO using 2017 remaining budget. Cost is 17,100 for both. All voting aye. Motion carried.

**HIGHWAY**: Motion by Sass, second by Reints to allow HS Eggleston to purchase two walk and roll packers for the motor graders using 2018 budget. Cost is $25,735 each and will be purchased from RDO. All voting aye. Motion carried.

**HIGHWAY**: Motion by Hass, second by Reints to approve and allow Chairman to sign assignment for voluntary right of way donation for Galen Waldner. All voting aye, Motion carried.

**EXECUTIVE SESSION:** Motion by Reints, second by Sass to enter into executive session at 9:01 a.m. according to SDCL 1-25-3 pending litigation. All voting aye. Motion carried. Chairman declared out at 9:25.

**PUBLIC DEFENDER**: Scott Bratland, Attorney met with the board to discuss his services as public defender for Clark County. He has presented a contract to continue to provide services for 2018. Motion by Reints, second by Hass to approve and allow Chairman to sign the public defender contract with Scott Bratland for Clark County for calendar year 2018. Voting aye: Bjerke, Hass, Reints and Wicks. Voting nay: Sass. Motion carried.

RESOLUTION\_20-17

**RESOLUTION 20-17**: Commissioner Hass, presented the following resolution and moved for its adoption. Second by Commissioner Bjerke. All voting aye.

BE IT RESOLVED that the Clark County Board of Commissioners adopt the following wage and salary scale for Clark County employees to be effective January 1, 2018. This resolution, when adopted, will nullify all previous wage scales.

**SALARY SCHEDULE---------------January 2018**

COMMISSIONERS…………………………………Salary /mo…………584.67

Robert Bjerke, Francis Hass,

Chris Sass, Violet Wicks, Richard Reints

REGISTER OF DEEDS: Andrea Helkenn ……….. …….. Salary/mo 3407.74

TREASURER: Kay Mahlen ……….................................. Salary/mo 3475.34

AUDITOR: Chris Tarbox ………………………………….Salary/mo 3589.74

STATES ATTORNEY: Chad Fjelland…………………………Salary/mo 3244.80

Stenographer – …………………….. Pay/mo

SHERIFF: Robert McGraw…………………………………….Salary/mo 4390.54

Deputy – Tad Heaton………………………………..Salary/mo 3021.20

Deputy – Mike Gravning…1/2 time… .…………….Salary/mo 1605.44

BLOOD DRAW: …………………………………………….. Salary/ draw 65.00

Louann Streff, Joie Steffen, Gayle Wookey

DIRECTOR OF EQUALIZATION – …Jarvis Reidburn…… Salary/mo 3293.34

PLANNING & ZONING: …………Jarvis Reidburn Salary/mo 500.00

HIGHWAY SUPERINTENDENT – Ryan Eggleston…..……..Salary/mo 3929.47

Secretary – Erin Scheller-Brush.. …………………… Salary/mo 2067.52

JANITOR: Dustan Elsen………………………………………Salary/mo 2889.47

CORONER: Louann Streff……………………………………..Salary/ call 100.00

Deputy Coroner:… ……………………………………………Salary/call 100.00

Gayle Wookey, Lisa Lee, Joie Steffen

VETERANS SERVICE OFFICER – Larry Jones –………… Salary/mo 625.00

WELFARE DIRECTOR- Christine Tarbox………………….. Salary/mo 400.00

CIVIL DEFENSE OFFICIAL – Mike Gravning………………. Salary/mo 1605.44

AMBULANCE ADMINISTRATOR – ………

Ambulance Administrator – Randy Angermeier………….. Salary/mo 3702.40 Ambulance staff………….. …………….…..………… Salary/12 hr shift 91.94

Ambulance staff…………….…………………………. Salary/24 hr shift 183.86

Justin Bowers, Pam Grensberg

Paramedic – Bob Koistinen…………………………….Salary/24 hr shift 231.14

EVOC Drivers…………………………………………..Salary/24 hr call 80.00

EVOC Drivers…………………………………………..Salary/run 30.00

After 3 hours…………………………………………… $8.85 per hour

Willow Lake Ambulance………………………………. Salary $210.00/per run

(split between the crew)

Holiday Pay for ambulance employees………………….. Double pay with no extra

pay per run

Weekend Pay for ambulance employees…………………………... EMT $30.00/run

Weekend defined as: 5:00 a.m., Friday to 5:00 a.m. Monday …… . EVOC $25.00/run

Medical Director of ambulance.. .Louann Streff……………………….$125.00/ month

SECRETARY TO PUBLIC HEALTH NURSE/ WIC Sec

Sara Tarbox Pay/mo 1938.30

………………………………………… Salary/hr

DEPUTIES TO AUDITOR, TREASURER, DIRECTOR OF EQUALIZATION,

AND REGISTER OF DEEDS,

Carol Warkenthien, Mary Hurlbut

Carrie Reis, ……….……………………………………….Pay/mo 2422.88

Luvetta Nickels-Wicks………………………………….. Salary/hr 14.62

4-H Youth Advisor Secretary/ Weed Secretary

Josie Michalski…………………………….……….…… Salary/hr 14.91

PART TIME EMPLOYEES…………………………………… Salary/hr 8.85

WEED SUPERVISOR – Cody Michalski… …………………… Salary/month 3058.08

(58% of time weed from April 1 – October 31) (7 months) 17.75/hr

Part time weed sprayers………………………………………14.62/hr

WEED BOARD:……………………………………………… Salary/mtg 20.00

HIGHWAY DEPARTMENT EMPLOYEES:

Labor Grade Wage rate/hr

Grade No 1 - ……………. 18.18

Grade No 2 –Roger Mitchell.& Chance Burke ……… 18.02

Grade No 2 Asst – ………….…………………………. 17.53

Grade No 3 …………………………………………… 17.04

David Borns, Doug Loomis, Larry Brannan,

Dennis Herman, Brad Furness, James Lewandowski,

Matt Kadinger. Cody Michalski, Van Jackson,

Jay Waldow, Todd Fiedler

HIGHWAY DEPARTMENT PART-TIME EMPLOYEES:  
 (Based on Experience)  
 ..…………………………………………. 12.61

…………………………………………… 14.62

All department heads, County Deputies, Clerk and Highway Department employees to receive $15.00 per month for first five continuous years of service and $15.00 per month for each 5 continuous years of service thereafter. Longevity will be paid one time, the first pay period in December.

Pay periods are from 3rd thru the 16th inclusive and the 17th thru the 2nd inclusive. Any extra hours worked will be paid in the earned pay period.

ATTEST:

(SEAL)

/s/ Christine Tarbox\_\_\_\_\_\_\_ /s/ Violet Wicks\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                              
Christine Tarbox  Violet Wicks, Chairperson

Clark County Auditor Clark County Board of Commissioners

**RESOLUTION 22-17**: Motion by Reints, second by Sass to approve Resolution 22-17 which will allow for a capital outlay accumulation for Clark County wide appraisal. All voting aye. Motion carried.

RESOLUTION 22-2017

WHEREAS, Clark County wishes to accumulate funds for the purpose of making future capital expenditures per SDCL 7-21-51; and

NOW THEREFORE BE IT RESOLVED, that funds heretofore accumulated for the sole purpose of providing funds for purpose of allowing VanGuard Appraisals to reassess the parcels in Clark County, excluding bare land;

BE IT FURTHER RESOLVED, that the sum of $100,000.00 is accumulated, per SDCL 7-21-51, for two years to provide sufficient funds to proceed with the reassessment;

The above and foregoing resolution was moved for adoption by Commissioner Reints, second by Commissioner Sass, Voting aye: Bjerke, Hass, Reints, Sass and Wicks. Voting nay: None. Motion carried.

Dated this 19th day of December, 2017.

/s/ Violet Wicks\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Violet Wicks, Chairperson

Clark County Board of Commissioners

ATTEST:

/s/ Christine Tarbox\_\_\_\_\_\_\_

Christine Tarbox

Clark County Auditor

**COUNTY VAN**: Discussion was held regarding the necessity of replacing the County van. The board decided to check on pricing and report back.

**MEMORANDUM OF UNDERSTANDING**: Motion by Hass, second by Reints to approve and allow Chairman to sign the Memorandum of Understanding between SDSU Extension and Clark County for calendar year 2018. The County will pay SDSU $9718.00 and the position will be 50% time in Clark County. All voting aye. Motion carried.

**REPORTS:**  Motion by Bjerke, second by Sass to approve the following reports. All voting aye. Motion carried.

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
 Cash on hand…………………………………………..… 31,446.27

Money Market…..…………………………………… .… 3,976,999.70

CD’s…………..…………………………………………… 800,000.00  
 Checking Account....…….…………………………………. 154,387.75  
    TOTAL:……………..………………………………… 4,962,833.72

These funds include all funds administered by the county including: General Fund $3,776,463.93, Road & Bridge: $581,677.98, 911 Service Fund: $93,803.83, E/D:

-1203.28, Domestic Abuse: 730.00, 24/7- $9906.46, ROD Mod/Pres: $8759.48, TIF: 11,710.41.

**Trust & Agency Funds $480,984.91, which are funds returned to schools, towns, townships and special districts.** TOTAL: $4,962,833.72.

**ROD Fees**: November recording fees: 1887.00, Transfer fees: 1881.00, Births: 5.00, Deaths: 105.00, Marriages: 15.00, Copy money: 76.50, Misc 1439.00. TOTAL: 5408.50.

**Ambulance**: 12,870.25, **Sheriff**: Mileage 73.00, Civil fees $350.00, Pistol permits $65.00.

**CLAIMS**: Motion by Bjerke, second by Hass to approve the following claims and allow the auditor to issue payments for same. All voting aye. Motion carried. AUDITOR: Connecting Point – transfer files 130.00- Office Peeps-W-2, 1099/s-125.82, PMB -0112 – access fees 34.75, Thompson Reuters – SD Codified law books 64.58, STATES ATTORNEY: Creative Printing – blank sheets 40.00, SD Dept of Revenue – blood draw 135.00, Thomson Reuters- online library 820.82, COURT: SDACC: Special quarterly assessment 580.10, PUBLIC BUILDLINGS: Atco- santastic 500.00, City of Clark –water 80.35, Northwestern Energy-utilities – 1138.57, Tony’s Electric- fix power on mail floor 260.94, DIRECTOR OF EQUALIZATION: SD Assn of Assessing Officers – dues 75.00, REGISTER OF DEEDS: Toshiba Financial Services-copier agreement 97.04, VETERANS OFFICE: Office Peeps-paper 11.47, SHERIFF: Chief Supply Corporation- batteries 99.45, Clark Community Oil-gas 924.07, JB’s Repair-oil change 68.22, SD Sheriffs Assn- 2018 Assn Dues 610.73, Voyager Fleet Systems-fuel 100.36, PRISONER CARE: Codington Co Auditor- prisoner care 2625.00, AIRPORT: Northwestern Energy-utilities 186.47, AMBULANCE: Bound Tree Medical-supplies 464.11, City of Clark –water 70.95, Clark Community Oil-gas 205.47, Ken’s Fairway-supplies 15.89, Northwestern Energy-utilities 324.84, Voyager Fleet – fuel – 43.37, EXTENSION: Office Peeps-copier 195.84, Quill Corp-supplies 490.83, US Postmaster – postage 158.80, WEED: Cardmember Services/registration 49.98, ROAD & BRIDGE FUND: City of Bradley – senate bill 1 232.37, City of Clark 7081.35, City of Garden City 540.97, City of Naples 48.03, City of Raymond 176.29, City of Vienna – 262.99, City of Willow Lake 1213.50, ROAD & BRIDGE: Ameripride Services- towels 120.94, Randy Brownlee – gravel crushing 180,689.60, City of Clark –water/113.70, Clark Co Farmers Elevator –diesel/grease 17,109.12, Clark Community Oil- diesel 5183.53, Creative Printing – business cards 59.50, GCR Tires Service-tires 1361.75, Van Jackson-mileage 50.40, Kuecker Seed-gravel royalties 29,774,82, Moeller Sheet Metal-geothermal/new bldg. 35,000.00, Northwestern Energy- utilities 1477.17, RDO Trust-parts- 169.69, SD Federal Property-supplies 588.00, SD Dept of Transportation bridge work/pain striping 12830.00, Tony’s Electric-wiring for new building 20,400.00, Ted Warkenthien gravel royalties 32,974.74, 911 SERVICE FUND: Centurylink-Nov fees 273.67, City of Watertown – 911 Emergency surcharge 3411.17, Environmental Systems Research- ARCGIS maintenance 800.00, CIVIL DEFENSE: Voyager Fleet Systems-fuel 50.66, DOMENTIC ABUSE FUND: Women’s Resource Center-domestic abuse -657.00. TOTAL: 363,379.78.

**PAYROLL**: AUDITOR: 5228.81, TREASURER: 4326.92, STATES ATTORNEY: 3843.71, COURTHOUSE: 2231.79, DIRECTOR OF EQUALIZATION: 4211.35, REGISTER OF DEEDS: 2860.45, VETERAN SERVICE OFFICE:  336.40, SHERIFF: 6502.00, NURSE: 1694.96, AMBULANCE: 10,135.28, EXTENSION: 1128.40, WEED: 771.61, ROAD & BRIDGE: 38407.72, EMERGENCY & DISASTER: 2187.81. TOTAL: 83,867.21.

**ADJOURN**:  Motion by Sass, second by Hass to adjourn at 11:10 a.m. until next regular meeting Tuesday, December 27, 2017 at 9:00 a.m. All voting aye. Motion carried.

 ATTEST:

(SEAL)

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Christine Tarbox  Violet Wicks, Chairperson

Clark County Auditor Clark County Board of Commissioners