CLARK COUNTY COMMISSIONERS PROCEEDINGS

December 20, 2016

The Clark County Commissioners met in regular session on Tuesday, December 20, 2016 in the Commissioners’ meeting room of the Clark County Courthouse. Chairman Reints called the meeting to order at 8:00 a.m. with the following Commissioners present: Reints, Bjerke, Hass, Wicks and Loomis. Also present Auditor Tarbox and Chris Sass.

**MINUTES**: Motion by Bjerke, second by Loomis to approve the minutes from the regular meeting of December 6, 2016. All voting aye. Motion carried.

**HIGHWAY**: Motion by Wicks, second by Loomis to accept the resignation of Garret Woodring effective December 22, 2016 and allow HS Eggleston to advertise for the position. This position will be 50% highway and 50% weed. All voting aye. Motion carried.

**GAME FISH & PARKS**: Bob Curtis, wildlife damage specialist, with Game Fish and Parks met with the board and discussed animal damage control services that are performed in Clark County.

**BUDGET HEARING:** At 9:00 a.m. the time set budget hearing was held for consideration of adding to the ambulance budget. No one appeared. Motion by Loomis, second by Bjerke to approve Resolution 19-16. All voting aye. Motion carried.

RESOLUTION 20-16

Commissioner Loomis, moved the adoption and Commissioner Bjerke seconded the motion to adopt the foregoing Resolution.

Notice having been given of intention to supplement the Ambulance Fund 101-424-411, $40,000, and 101-424-426- $40,000 for budget year 2016.

BE IT RESOLVED that the aforesaid supplement be and is hereby approved by the Board of Clark County Commissioners.

Voting aye: Loomis, Wicks, Hass, Bjerke and Reints

Voting nay: None

Dated at Clark, South Dakota this 20th day of December, 2016.

Richard Reints, Chairman

Robert Bjerke

Francis Hass

Violet Wicks

Douglas Loomis

**DOE**: DOE Reidburn met with the board to discuss reassessment of Clark County to be performed by Vanguard Appraisals. Motion by Bjerke, second by Loomis to approve and allow Chairman to sign contract between Clark County and Vanguard Appraisals. This contract will employ Vanguard appraisals to reassess the parcels in Clark County, excluding bare ag land. Cost of the project is $381,720.00. The project will start in 2019 and will be finished in 2020. Voting aye: Bjerke, Wicks, Loomis. Voting nay: Hass and Reints. Motion carried.

**DOE:** Motion by Bjerke, second by Loomis to allow DOE office to purchase a pre computed commercial software, cost is $3350.00 and also to purchase remote software at a cost of $3000. All voting aye. Motion carried.

**DOE:** Motion by Loomis, second by Wicks to allow DOE to purchase a laptop computer from Office Peeps, price $921.00. All voting aye. Motion carried.

**FIRST DISTRICT**: Luke Muller from First District, met with the board to discuss Clark County planning and zoning pertaining to Wind farms. No action needed.

**AMBULANCE**: AA Angermeier met with the board to update them on ambulance runs, he further discussed the Willow Lake squad personnel. No action taken.

**RESOLUTION 20-16**: Motion by Wicks, second by Bjerke to approve Resolution 19-16 which is 2017 salary schedule. All voting aye. Motion carried.

RESOLUTION 19-16

Commissioner Wicks, presented the following resolution and moved for its adoption. Second by Commissioner Bjerke. All voting aye. Motion carried.

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, 2017. This resolution, when adopted, will nullify all previous wage scales.

**SALARY SCHEDULE---------------January 2017**

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

Robert Bjerke, Francis Hass,

Chris Sass, Violet Wicks, Richard Reints

REGISTER OF DEEDS: Andrea Helkenn ……… …….. Salary/mo 3339.33

TREASURER: Kay Mahlen ……….................................. Salary/mo 3406.11

AUDITOR: Chris Tarbox ………………………………….Salary/mo 3518.45

STATES ATTORNEY: Chad Fjelland…………………………Salary/mo 3180.70

Stenographer – Charlene Peterson…………………….. Pay/mo 1266.20

(14.61/hr)

SHERIFF: Robert McGraw…………………………………….Salary/mo 4303.79

Deputy – Tad Heaton………………………………..Salary/mo 2961.26

Deputy – Mike Gravning…1/2 time… .…………….Salary/mo 1573.96

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

Louann Streff, Joie Steffen, Gail Wookey

DIRECTOR OF EQUALIZATION – …Jarvis Reidburn…… Salary/mo 3228.06

PLANNING & ZONING: …………Jarvis Reidburn Salary/mo 350.00

HIGHWAY SUPERINTENDENT – Ryan Eggleston…..……..Salary/mo 3851.09

Secretary – Erin Scheller-Brush.. …………………… Salary/hr 14.61

JANITOR: Dustan Elsen………………………………………Salary/mo 2832.58

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 1573.96

AMBULANCE ADMINISTRATOR – ………

Ambulance Administrator – Randy Angermeier………….. Salary/mo 3011.06 Ambulance staff………….. …………….…..………… Salary/12 hr shift 90.13

Ambulance staff…………….…………………………. Salary/24 hr shift 180.25

Justin Bowers, Pam Grensberg

Paramedic – Bob Koistinen…………………………….Salary/24 hr shift 226.60

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

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

After 3 hours…………………………………………… $8.65 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

SECRETARY TO PUBLIC HEALTH NURSE/ WIC Sec

Sara Tarbox Pay/mo 1899.12 Nurse ………………………………………… Salary/hr

DEPUTIES TO AUDITOR, TREASURER, DIRECTOR OF EQUALIZATION,

AND REGISTER OF DEEDS,

Carol Warkenthien, Mary Hurlbut

Carrie Reis, ……….……………………………………….Pay/mo 2374.13

Luvetta Nickels-Wicks………………………………….. Salary/hr 14.33

4-H Youth Advisor Secretary

Josie Michalski…………………………….……….…… Salary/hr 14.61

PART TIME EMPLOYEES…………………………………… Salary/hr 8.65

WEED SUPERVISOR – Eric Mehlberg…… …………………… Salary/month 3030.92

(58% of time weed from April 1 – October 31) (7 months) 17.59/hr

Part time weed sprayers………………………………………14.33/hr

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

HIGHWAY DEPARTMENT EMPLOYEES:

Labor Grade Wage rate/hr

Grade No 1 - ……………. 17.82

Grade No 2 –Roger Mitchell.& Chance Burke ……… 17.66

Grade No 2 Asst – ………….…………………………. 17.18

Grade No 3 …………………………………………… 16.70

David Borns, Doug Loomis, Larry Brannan,

Dennis Herman, Brad Furness, James Lewandowski,

Matt Kadinger. Terry Wellman, Eric Mehlberg

Donald Knudsen, Jay Waldow, Todd Fiedler

HIGHWAY DEPARTMENT PART-TIME EMPLOYEES:  
 (Based on Experience)  
 …………………………………………. 10.00

…………………………………………. 12.36

…………………………………………… 14.33

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.

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.

Date: December 20, 2016

(SEAL)

Richard Reints, \_\_\_\_\_\_\_\_\_\_

Chairman, Clark County Board of Commissioners

Christine Tarbox

County Auditor

**AMBULANCE**: Motion by Reints to enter into executive session for personnel issues. Motion dies for lack of second. Discussion was held regarding Willow Lake ambulance staff. No action taken.

**EMERGENCY MANAGEMENT**: EM Gravning met with the Board to discuss the Emergency Management position additional paperwork that is required when participating with the State and Local Agreement plan. Discussion was held regarding the pros and cons to participating. No action taken.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
Cash on hand…………………………………………..…  15,409.25

Money Market…..…………………………………… .… 3,338,848.72

CD’s…………..…………………………………………… 800,000.00  
Checking Account....…….…………………………………. 187,717.29  
   TOTAL:………………………………………………… 4,341,975.26

These funds include all funds administered by the county including: General Fund $3,107,652.18, Road & Bridge: $606,922.64, 911 Service Fund: $103,665.19, E/D: $7470.75, Domestic Abuse: $502.53, 24/7- $7455.46, ROD Mod/Pres: $12,318.33, Clark County TIF $15,250.05, **Trust & Agency Funds 480,738.13, which are funds returned to schools, towns, townships and special districts.** TOTAL: $4,341,975.26.

ROD Fees: November recording fees: 2505.00, Transfer fees: 798.00, Births: 15.00, Deaths: 190.00, Marriages: 15.00, Copy money: 83.50, Misc 134.00. TOTAL: 3740.50.

Ambulance: 11,678.75, Sheriff: Mileage 101.00, Civil fees $605.00, Pistol permits $183.00.

Bjerke and Loomis absent.

**RECESS:** The board recessed at 12:45 p.m.for lunch and reconvened at 1:15 p.m.

**CLAIMS**: Motion by Wicks, second by Hass, to approve the following claims and allow the auditor to issue payments for same. All voting aye. Motion carried. GENERAL: Watertown Fire Dept- 60% of run 496.60, COMMISSIONERS: Richard Reints-ins deductible 3000.00, Voyager Fleet Systems-fuel 23.18, Violet Wicks-reissue check 528.03, ELECTIONS: Clark Co Treasurer-postage .68, JUDICIAL SYSTEM: Thomson Reuters West Publishing – law books-95.25, AUDITOR: Office Peeps-envelopes 45.35, Thomson Reuters-West Publishing-codified laws 95.25, TREASURER: Clark CO Treasurer-postage 86.45, Carrie Reis-ins deductible 948.85, US Postmaster-postage 528.00, STATES ATTORNEY: SD Dept of Revenue-blood draw-170.00, Thomson Reuters -West Publishing- law books 876.98, COURT: Dr. Robert Packard-court appointed evaluator 680.00, Sutton Law Offices- court appointed attorney 803.78, PUBLIC BUILDINGS: City of Clark –water 139.00, D’s Bobcat –snow removal 180.00, Gruenwald Electric-bulbs 145.31, JCL Solutions-Janitors Closet- supplies 243.45, Northwestern Energy-utilities 1047.70, SHERIFF: Applied Concepts-2 stalker radar units 5884.50, Clark Co Treasurer-postage 55.68, Clark Community Oil- gas 686.93, Digital-Ally-in car camera system 4420.00, Office Peeps-ink cartridge 50.49, Voyager Fleet System- fuel 108.71, PRISONER CARE: Codington Co Auditor-prisoner care 4050.00, Michael Gravning-prisoner meal 6.33, AIRPORT: Northwestern Energy-utilities 170.23, NURSE: Office Peeps-ink cartridge/labels 81.14, AMBULANCE: Randy Angermeier-supplies 10.65, Bound Tree Medical LLC supplies 1942.32, City of Clark –water 58.00, Clark Co Treasurer-postage 35.32, Clark Community Oil-gas 172.67, Physio-Control-multitech part replacement 172.00, Voyager Fleet Systems-fuel 55.68, EXTENSION: Kimberly McGraw-office supplies 97.54, Office Peeps-paper 428.10, WEED: Best Western Plus Ramkota-lodging 62.50, JB’s Repair-parts/2011 Chevy 529.10, SD Federal Property-supplies 34.00, SDACW-membership dues 50.00, ROAD & BRIDGE: Ameripride Services-towels 114.44, Cardmember Service-parts 24.99, City of Clark-water 102.50, Clark Community Oil-diesel -16,339.70, Del-Mar Upholstery-repair seat 90.00, Fastenal Company-arts 85.97, Northwestern Energy-utilities 956.70, Productivity Plus Account-parts 38.89, SDDOT-bridge 2818.76, Ture North Steel-blade inserts 1280.40, 911 SERVICE FUND: Centurylink-November fees 381.20, City of Watertown-911 surcharge 3070.79, CIVIL DEFENSE: Cardmember Service-supplies 47.89, Michael Gravning-new battery of laptop 25.99. TOTAL: 54,673.97.

**PAYROLL**: AUDITOR: 5189.19, TREASURER: 4238.71, STATES ATTORNEY: 3839.85, COURTHOUSE: 2181.42, DIRECTOR OF EQUALIZATION: 4114.09, REGISTER OF DEEDS: 2650.52, VETERAN SERVICE OFFICE:  336.40, SHERIFF: 6576.91, NURSE: 1662.95, AMBULANCE: 8919.58, EXTENSION: 1107.85, WEED: 1601.37, ROAD & BRIDGE: 38,542.10, EMERGENCY MANAGEMENT: 1512.45. TOTAL: 82,473.39.

**ADJOURN**:  Motion by Hass, second by Wicks to adjourn at 1:35 p.m. until next regular meeting Tuesday, December 29, 2016 at 8:00 a.m. All voting aye. Motion carried.   
   
ATTEST:       
(SEAL)

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Christine Tarbox  Richard Reints, Chairman

Clark County Auditor Clark County Board of Commissioners