CLARK COUNTY COMMISSIONERS PROCEEDINGS

December 18, 2018

The Clark County Commissioners met in regular session on Tuesday, December 18, 2018 in the Commissioners’ meeting room of the Clark County Courthouse. Chairman Bjerke called the meeting to order at 8:00 a.m. with the following Commissioners present: Bjerke, Wicks, Hass, Reints and Sass. Also present Auditor Tarbox.

**AGENDA:** Motion by Sass, second by Wicks to approve the December 18, 2018 agenda as presented. All voting aye. Motion carried.

**MINUTES**: Motion by Hass, second by Wicks to approve the minutes from the regular meeting of December 4, 2018 meeting. All voting aye. Motion carried.

**COMMUNITY COMMENTS**: No one appeared.

**HIGHWAY**: HS Eggleston met with the board to discuss road conditions and road work being done.

**HIGHWAY:**  Larson Acres, LLC gravel contract for 2019 and 2020 not available.

**HIGHWAY**: HS Eggleston discussed purchase of a new pickup for highway department.

Motion by Wicks, second by Reints to allow HS Eggleston to purchase a 2019 4 door Dodge ½ ton pickup from Watertown Ford, purchase price is 29,991.00. All voting aye. Motion carried.

**HIGHWAY**: RESOLUTION 21-18: Motion by Hass, second by Reints to approve and allow Chairman to Sign Bridge Improvement Grant Program Resolution authorizing submission of application for bridge number 13-050-212. Voting aye: Wicks, Hass, Reints, Sass and Bjerke. Voting nay: None. Motion carried.

RESOLUTION 21-18

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

STRUCTURE NUMBER AND LOCATION:  
Bridge ID # 13-050-212

4.2S and 3 E 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 20% match on the Bridge improvement Grant funds;

And WHEREAS, Clark County hereby authorizes the Bridge Improvement Grant applications(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: Yes: Wicks, Hass, Reints, Sass and Bjerke. Voting no: None.

Dated at Clark, SD this 18 day of December, 218.

ATTEST  
  
/s/ Christine Tarbox\_\_\_\_\_\_\_ Robert Bjerke\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County Auditor Chairman

**HIGHWAY**: RESOLUTION 22-18: Motion by Reints, second by Wicks to approve and allow Chairman to Sign Bridge Improvement Grant Program Resolution authorizing submission of application for bridge number 13-023-230. Voting aye: Wicks, Hass, Reints, Sass and Bjerke. Voting nay: None. Motion carried.

RESOLUTION 22-18

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

STRUCTURE NUMBER AND LOCATION:  
Bridge ID # 13-023-230

6S and 0.3 E 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 20% match on the Bridge improvement Grant funds;

And WHEREAS, Clark County hereby authorizes the Bridge Improvement Grant applications(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/ Yes: Wicks, Hass, Reints, Sass and Bjerke. Voting no: None.

Dated at Clark, SD this 18 day of December, 218.

ATTEST  
  
/s/ Christine Tarbox\_\_\_\_\_\_\_ Robert Bjerke\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County Auditor Chairman

**HIGHWAY**: Motion by Sass, second by Reints to approve and allow Chairman to Sign Bridge Improvement Grant Program Resolution authorizing submission of application for bridge number 13-010-225. Voting aye: Wicks, Hass, Reints, Sass and Bjerke. Voting nay: None. Motion carried.

RESOLUTION 23-18

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

STRUCTURE NUMBER AND LOCATION:  
Bridge ID # 13-010-225

5S and 1W 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 20% match on the Bridge improvement Grant funds;

And WHEREAS, Clark County hereby authorizes the Bridge Improvement Grant applications(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: Yes: Wicks, Hass, Reints, Sass and Bjerke. Voting no: None.

Dated at Clark, SD this 18 day of December, 218.

ATTEST  
  
/s/ Christine Tarbox\_\_\_\_\_\_\_ Robert Bjerke\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County Auditor Chairman

**HIGHWAY**: Motion by Hass, second by Wicks to allow HS Eggleston to purchase a new laptop computer from Connecting Point, purchase price is $2214.20 for highway superintendent. All voting aye. Motion carried.

**HIGHWAY**: Motion by Sass, second by Wicks to allow HS Eggleston to purchase two Lycox Enterprises Inc walk n roll WR90 packers from RDO in Aberdeen. Purchase price is $26,789 each. All voting aye. Motion carried.

**HIGHWAY**: HS Eggleston presented bids for black dirt. One bid was received. Bid received: Tony Werdel $700.00. Motion by Reints, second by Sass to reject bid. All voting aye. Motion carried.

**HIGHWAY**: Motion by Hass, second by Wicks to approve and sign Application for occupancy on the right of way of Clark County highways made by NorthWestern Energy for occupancy of Clark County Highway Number 61 (417th Avenue) and 33 (178th Street), in Section 1, Township 115, North, Range 59 West, Clark County, South Dakota. All voting aye. Motion carried.

**HEARING**: At 8:30 a.m. specified time hearing was held for Crocker Wind Farm, LLC, to approve amended application for consent for utility company to cross and/or occupy public highways. Wally Knock, Melissa Schmitt, Jay Hesse, Jarvis Reidburn, and SA Fjelland appeared. Motion by Wicks, second by Sass to approve and open public hearing. Melissa Schmitt with Crocker Wind Farm, LLC explained the amended application. Board questions were answered and public hearing was closed. Voting aye: Wicks, Hass, Reints, Sass and Bjerke. Voting nay: None. Motion carried.

**BOARD OF ADJUSTMENT**: Motion by Reints, second by Wicks to enter into Board of Adjustment. All voting aye. Motion carried.

**VARIANCE 9-18**: Chairman Bjerke placed the motion on the table for further discussion. Variance 9-18 if approved will allow Chris Roebke to use 2-115-59 to construct well fertilizer and pump house for irrigation system closer than the setback. Also present SA Fjelland, HS Ryan Eggleston and DOE Reidburn. The board discussed setbacks and concerns about the project. Voting nay: Sass, Reints, Hass Wicks and Bjerke. Voting aye: None. Motion failed.

**APPROVE FINDINGS: –for Conditional Use 10-18**- Motion by Reints, second by Wicks to approve the findings for Conditional Use 10-18 which approves Basin Electric to construct a switch yard. Voting aye: Reints, Sass, Wicks, Hass, Bjerke. Voting nay: None. Motion carried.

**APPROVE FINDINGS: -for Conditional Use 11-18** – Motion by Sass, second by Hass to approve findings for Conditional Use 11-18 for Crocker Wind Farm, LLC that approves the applicant to construct temporary met towers. Voting aye: Sass, Hass, Reints, Wicks and Bjerke. Voting nah: None. Motion carried.

**APPROVE FINDINGS: – for Conditional Use 12-18**: Motion by Reints, second by Sass to approve findings for Conditional Use 12-18 for Crocker Wind Farm, LLC that approves the applicant to construct temporary met towers. Voting aye: Hass, Wicks, Reints, Sass and Bjerke. Voting nay: None. Motion carried.

**ADJOURN**: Motion by Hass, second by Reints to adjourn from Board of Adjustment and return to Board of County Commissioners. All voting aye. Motion carried.

**UPDATE:** SA Fjelland informed the board the trailer house in Raymond has been taken care of.

**SOIL CONSERVATION**: Mike Meester and Darin Lewis representing the Clark County Soil Conservation met with the board presenting information on plans to increase communications with the District, explained the services that they are able to provide currently, they also discussed future capabilities, current facilities, storage at the Fairgrounds building, existing cooler and the possibility of adding buildings at the fairgrounds. No action needed.

**HIGHWAY**: Doug Paulson met with the board with concerns regarding road access to his property in Woodland Township. SA Fjelland was available and explained options that Mr. Paulson has available to resolve the conflict. He will contact the board again if a compromise is not reached.

**RESOLUTION 20-18**: Motion by Hass, second by Reints to approve Resolution 20-18, payroll schedule for 2019. All voting aye. Motion carried.

RESOLUTION\_20-18

2019 SALARY SCHEDULE

Commissioner Hass presented the following resolution and moved for its adoption. Second by Commissioner Reints. 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, 2019. This resolution, when adopted, will nullify all previous wage scales.

**SALARY SCHEDULE---------------January 2019**

COMMISSIONERS…………………………………Salary /mo………… **602.21**

Robert Bjerke, Francis Hass,

Chris Sass, Wallace Knock, Richard Reints

REGISTER OF DEEDS: Andrea Helkenn ……….. …….. Salary/mo 3509.97

TREASURER: Kay Mahlen ……….................................. Salary/mo 3579.60

AUDITOR: Chris Tarbox ………………………………….Salary/mo 3697.43

STATES ATTORNEY: Chad Fjelland…………………………Salary/mo 3342.14

Lisa Clausen ………………………….. Pay/mo 1330.33

SHERIFF: Robert McGraw…………………………………….Salary/mo 4522.26

Deputy – Tad Heaton………………………………..Salary/mo 3111.84

Deputy – Mike Gravning…1/2 time… .…………….Salary/mo 2811.12

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

Louann Streff, Gayle Wookey

DIRECTOR OF EQUALIZATION – …Jarvis Reidburn…… Salary/mo 3392.14

PLANNING & ZONING: …………Jarvis Reidburn Salary/mo 515.00

HIGHWAY SUPERINTENDENT – Ryan Eggleston…..……..Salary/mo 4047.35

Secretary – Erin Scheller-Brush.. …………………… Salary/mo 2128.53

JANITOR: Dustan Elsen………………………………………Salary/mo 2976.15

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

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

Gayle Wookey, Lisa Lee

VETERANS SERVICE OFFICER – Larry Jones –………… Salary/mo 643.75

WELFARE DIRECTOR- Christine Tarbox………………….. Salary/mo 412.00

CIVIL DEFENSE OFFICIAL – Mike Gravning………………. Salary/mo 496.08

AMBULANCE ADMINISTRATOR – ………

Ambulance Administrator – Randy Angermeier………….. Salary/mo 3813.47 Ambulance staff………….. …………….…..………… Salary/12 hr shift 94.70

Ambulance staff…………….…………………………. Salary/24 hr shift 189.40

Justin Bowers, Pam Grensberg

Paramedic – Bob Koistinen…………………………….Salary/24 hr shift 238.07

EVOC Drivers…………………………………………..Salary/24 hr call 82.40

EVOC Drivers…………………………………………..Salary/run 30.90

After 3 hours…………………………………………… $9.10 per hour

Willow Lake Ambulance………………………………. Salary $216.30/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…………………...$128.75/ month

SECRETARY TO PUBLIC HEALTH NURSE/ WIC Sec

Sara Tarbox Pay/mo 1995.50

………………………………………… Salary/hr 15.35

DEPUTIES TO AUDITOR, TREASURER, DIRECTOR OF EQUALIZATION,

AND REGISTER OF DEEDS,

Carol Warkenthien, Mary Hurlbut

Carrie Reis, ……….……………………………………….Pay/mo 2494.37

Luvetta Nickels-Wicks………………………………….. Salary/hr 15.05

4-H Youth Advisor Secretary/ Weed Secretary

Josie Michalski…………………………….……….…… Salary/hr 15.35

PART TIME EMPLOYEES…………………………………… Salary/hr 9.10

WEED SUPERVISOR – Cody Michalski… …………………… Salary/month 3149.38

(58% of time weed from April 1 – October 31) (7 months) 18.28/hr

Austin Swanhorst (from May 1 – October 31) 17.55/hr

Part time weed sprayers………………………………………15.05/hr

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

HIGHWAY DEPARTMENT EMPLOYEES:

Labor Grade Wage rate/hr

Grade No 1 - ……………. 18.72

Grade No 2 –Roger Mitchell.& Chance Burke ……… 18.56

Grade No 2 – ……… …….…………………………. 18.05

Grade No 3 …………………………………………… 17.55

David Borns, Doug Loomis, Larry Brannan,

Dennis Herman, Brad Furness, James Lewandowski,

Matt Kadinger. Cody Michalski, Van Jackson,

Jay Waldow, Todd Fiedler, Austin Swanhorst, Eric Brush

Darrin Leetch

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

..…………………………………………. 13.36

…………………………………………… 15.05

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/ Robert Bjerke\_\_\_\_\_\_\_\_\_\_\_                      
Christine Tarbox  Robert Bjerke, Chairman

Clark County Auditor Clark County Board of Commissioners

**LIQUOR LICENSE**: Motion by Wicks, second by Sass to approve Oak Tree Lodge, LLC liquor license for calendar year 2019. All voting aye. Motion carried.

**INSURANCE DEDUCTIBLE**: Motion by Sass, second by Bjerke to calculate reimbursement of deductible on the total of deductible met by all family members and reimburse up to two deductibles per family, $1800 for each deductible for employees that have the HSA Plan and $1400 for each deductible for employees that have the complete Blue plan. Voting aye: Wicks, Hass, Sass and Bjerke. Voting nay: Reints. Motion carried.

**PUBLIC DEFENDER CONTRACT**: Motion by Reints, second by Sass to approve and allow Chairman to sign public defender contract between Clark County and Scott Bratland, Attorney. This contract will be for calendar year 2019. All voting aye. Motion carried.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
 Cash on hand…………………………………………..… 27,079.50

Money Market…..…………………………………… .… 3,782,138.62

CD’s…………..…………………………………………… 800,000.00  
 Checking Account....…….…………………………………. 538,169.13  
    TOTAL:……………..………………………………… 5,147,387.25

These funds include all funds administered by the county including: General Fund $4,040,229.99, Road & Bridge: $476,985.52, 911 Service Fund: $83,332.71, E/D: -----------1,359.61, Domestic Abuse: 395.00, 24/7: $10,075.46, ROD Mod/Pres: $8,720.54, TIF: 10,991.66, **Trust & Agency Funds $518,015.98 which are funds returned to schools, towns, townships and special districts.** TOTAL: $5,147,387.25.

**ROD Fees**: November recording fees: 2155.00, Transfer fees: 1439.00, Births: 30.00, Deaths: 10.00, Marriages: 15.00, Copy money: 67.00, Misc 1369.00. TOTAL: 5085.00.

**Ambulance**: 38,019.11, **Sheriff**: Mileage 134.50, Civil fees $520.00, Pistol permits $18.00.

**CLAIMS**: Motion by Sass, second by Reints to approve the following claims and allow the auditor to issue payments for same. All voting aye. Motion carried. GENERAL FUND: Watertown Fire Department – 60 % of run 224.50, COMMISSIONERS: US Bank Voyager Fleet Systems- fuel 129.16, ELECTIONS: McLeods-supplies 713.70, AUDITOR: Office Peeps- 13 binders 145.38, TREASURER: Office Peeps-supplies 72.36, STATES ATTORNEY: Prairie Lakes Healthcare - blood draw 85.00, SD Dept of Revenue-blood draw 580.00 Thomson Reuters West Publishing – online library 862.70, COURT SYSTEM: Bratland Law- court apt atty 3590.80, PUBLIC BUILDINGS: City of Clark –water 93.75, Cole Papers-supplies 173.32, Cook’s Wastepaper -garbage 32.25, Herman Repair-repair sheriff ceiling 1744.13, Northwestern Energy-utilities 1732.55, DIRECTOR OF EQUALIZATION: Office Peeps-supplies 51.20, REGISTER OF DEEDS: Toshiba Financial Services-copy machine rent 92.28, SHERIFF: Cardmember Service – mal pros/file makers 2073.00, Clark Community Oil-fuel 864.35, JB;s Repair- oil change/repairs 716.60, US Bank Voyager Fleet Systems- fuel 35.11, PRISONER CARE: Codington Co Auditor – prisoner care 3013.84, AIRPORT: Northwestern Energy-utilities 180.34, AMBULANCE: Bound Tree Medical-supplies 247.12, City of Clark – water 67.75, Clark Community Oil-fuel 142.15, Ken’s Fairway- supplies 44.25, Lewis Family Drug-supplies 715.00, Northwestern Energy-utilities 440.38, Sturdevants Auto Parts-light 3.19, MENTAL ILLNESS BOARD: Lincoln Co Treasurer- involuntary expense 9.20, EXTENISON: Clark Co Courier- 4-H shooting sports ad 34.50, Dekker Hardware-battery 4.99, ITC-service - 57.25, Office Peeps-supplies 695.73, Quill Corp –supplies 66.99, WEED: Cardmember Service-fuel 162.10, Sturdevants Auto Parts-supplies 58.38, ROAD & BRIDGE: Ameripride Services –towels 129.46, Boyer Trucks – parts 158.38, Butler Machinery-parts 487.26 City of Clark – water bill -125.10, Clark County Treasurer – title fee 21.50, Clark Community Oil-diesel 25,598.34, Clark Rural Water System-pit run – 96.00, Cook’s Wastepaper – garbage 85.75, Creative Printing –highway timecards 392.93, Dakota Electronics-radio repair 429.00, GCR Tire Center – tires 7489.75, Larson Acres LLC-pit run 3139.62, M&T Fire & Safety – first aid supplies 40.00, Moeller Sheet Metal – shop repair – 1782.60, Mt Vernon Gas & Oil-parts – 2574.95, Northwestern Energy- utilities 2026.68, Office Peeps-supplies 4.44, Oscar’s Machine Shop-parts 458.46, RDO Equipment – supplies/filters 3219.07, Ron’s Saw Shop- repairs 679.41, SD Department of Transportation - consultant work/paint stripping 22,701.59, Sturdevants Auto Parts – filters 847.51, Sturdevants Auto Parts-parts 1493.36, WW Tire Service –tires 14,800.00, Wheelco – outside repair 734.15, 911 SERVICE FUND: Centurylink-911 utilities 273.67, Environmental Systems Research-arg/gis maintenance – 800.00, CIVIL DEFENSE: Michael Gravning- cap/video camera systems 364.01, Two Way Solutions Inc – rapid rate charger 61.99, DOMESTIC ABUSE FUND: Women’s Resource Center – appropriation 355.50, DEBT SERVICE: Dacotah Bank – TIF payment – 11,005.94, TOTAL: 122,331.73.

**PAYROLL**: AUDITOR: 5,574.99, TREASURER 4500.44, STATES ATTORNEY: 4249.88, COURTHOUSE: 2414.51, DIRECTOR OF EQUALIZATION: 4435.70, REGISTER OF DEEDS: 3075.51, VETERAN SERVICE OFFICE: 336.40, SHERIFF: 7852.21, NURSE: 1815.57, AMBULANCE: 10,864.03, EXTENSION: 1211.48, WEED: 475.52, ROAD & BRIDGE: 43,270.16, EMERGENCY & DISASTER: 1141.89. TOTAL: 91,218.29.

**ADJOURN**:  Motion by Hass, second by Wicks to adjourn at 11:33 a.m. until next regular meeting Thursday, December 27, 2018 at 8:00 a.m. Members present voting aye. Motion carried.

 ATTEST:

(SEAL)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                              
Christine Tarbox Robert Bjerke, Chairman

Clark County Auditor Clark County Board of Commissioners

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