CLARK COUNTY COMMISSIONERS PROCEEDINGS

December 15, 2020

The Clark County Commissioners met in regular session on Tuesday, December 15, 2020 in the Commissioner room of the Clark County Courthouse. Chairman Sass called the meeting to order at 8:00 a.m. with the following Commissioners present via teleconference: Francis Hass, Wallace Knock and Robert Bjerke, and Chris Sass. Present at the Courthouse: Richard Reints. Also present Auditor Tarbox.

**AGENDA:** Motion by Hass, second by Bjerke to approve the December 15, 2020 agenda as presented. Voting aye: Bjerke, Knock, Reints, Hass and Sass. Motion carried.

**MINUTES**: Motion by Bjerke, second by Reints to approve the minutes from the regular meeting held December 1, 2020. Voting aye: Knock, Reints, Bjerke, Hass and Sass. Motion carried.

**COMMUNITY COMMENTS**: No one appeared.

**COVID UPDATE**: Louann Streff, PA from Sanford Clinic met with the board via zoom to update them on the COVID situation. She discussed the COVID vaccine, availability and the order of who will receive the vaccine. She will update the board again at the December 29, 2020 meeting.

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

**TRANSPORT FUEL QUOTE**: The following transport fuel quotes for December were presented to the board. Gas-E-10: Agwrx – no bid, Clark Community Oil – 1.81. The board accepted the low bid and all bids are on file in the Auditor’s office. There was no quote available for Diesel #2.

**HIGHWAY:** Motion from Hass, second by Knock to allow HS Eggleston to purchase a 2022 Mack Granite MDrive HD from Trans Source Truck & Equipment, Aberdeen, SD. This is being purchased from the Marshall County bid. Purchase price is $119,500.00. Voting aye; Hass, Knock, Reints, Bjerke and Sass. Motion carried.

**RESOLUTION 37-20**: Motion by Hass, second by Bjerke to approve Resolution 37-20 Bridge Improvement Grant Program Resolution authorizing submission of application. This application is for bridge #13-023-230. Voting aye: Hass, Knock, Reints, Bjerke and Sass. Motion carried.

 **RESOLUTION 37-20**

 **Bridge Improvement Grant Program**

 **Resolution Authorizing Submission of Applications**

 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, Location: 6.0 S & 0.3 E of Raymond

 South Dakota.

 And WHEREAS, Clark County certifies that the project is 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 application 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.

 Vote of Commissioners: YES\_\_\_\_\_5\_\_\_\_ NO \_\_\_0\_\_\_\_

Dated at Clark, SD, this 15th day of December, 2020.

ATTEST:

/s/ Christine Tarbox /s/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_

County Auditor Chairman

**RESOLUTION 38-20**: Motion by Knock, second by Reints to approve Resolution 38-20, Bridge Improvement Grant program authorizing submission of application for bridge no: 13-050-212. Voting aye: Hass, Knock, Reints, Bjerke and Sass. Motion carried.

**RESOLUTION 38-20**

 **Bridge Improvement Grant Program**

 **Resolution Authorizing Submission of Applications**

 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, Location: 4.2 S & 3.0 E of Raymond

 South Dakota.

 And WHEREAS, Clark County certifies that the project is 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 application 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.

 Vote of Commissioners: YES\_\_\_\_\_5\_\_\_\_ NO \_\_\_0\_\_\_\_

Dated at Clark, SD, this 15th day of December, 2020.

ATTEST:

/s/ Christine Tarbox /s/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_

County Auditor Chairman

**BOARD OF ADJUSTMENT**: Motion by Bjerke, second by Knock to recess as County Commission and Convene as Board of Adjustment. Voting aye: Hass, Bjerke, Knock, Reints and Sass. Motion carried.

Commissioner Sass called the meeting of the Board of Adjustment to order and pointed out that the meeting is being conducted by teleconference. Present Luke Muller from First District, who serves as Parliamentarian as well as staff support. No items to be added to the agenda by Board members or staff. No persons requesting to schedule time on the Board of Adjustment agenda. Luke asked Board members if there were any conflicts or Ex parte Communications that would make them unable to participate in the hearings. There were none.

**APPROVE AGENDA**: Motion by Reints, second by Hass to approve the Board of Adjustment Agenda. Voting aye; Hass, Bjerke, Knock, Reints and Sass. Motion carried.

**CONDITIONAL USE**: Agropur land spreading conditional use permit, this item was postponed after the public hearing at the November 17th meeting. There is a motion on the floor. Luke updated the board regarding the number of loads, a route map, and the nutrient analysis. The board discussed the issue further. Motion by Knock, second by Hass to amend the original motion to include that Agropur notifies road authorities when they start hauling and when they stop. Voting aye: Hass, Knock, Bjerke, Reints and Sass. Motion carried. Luke read the findings of fact and restated the motion: The motion is to approve a conditional use to allow the land spreading of materials requiring a solid waste permit from the South Dakota Department of Environment and Natural Resources subject of conditions as amended at this meeting that they adhere to the roads identified on the map unless they check with road authority. Voting aye: Hass, Knock, Reints, Bjerke and Sass. Motion carried.

There was nothing for the open and no other matters for board discussion.

**ADJOURN**: Motion by Bjerke, second by Hass to adjourn as Board of Adjustment and reconvene as Board of County Commissioners. Voting aye; Hass, Bjerke, Knock, Reints and Sass. Motion carried.

**911 CONTRACT**: Motion by Reints, second by Bjerke to approve contract for E-911 service for specific Public Safety Answering Point (PSAP) service between Clark County and the City of Watertown. This contract will be for Calendar years 2021 and 2022 and City of Watertown will receive 100% of actual surcharge revenue received by Clark County. Voting aye: Hass, Bjerke, Reints, Knock and Sass. Motion carried.

**DOE**: Motion by Bjerke, second by Knock to allow DOE Reidburn to purchase a comparison module from VanGuard, cost of the module is $2975 for a two year subscription. After that it will become part of the regular software agreement. Voting aye: Bjerke, Knock and Sass. Voting nay: Hass and Reints. Motion carried.

**COURTHOUSE CLOSURE**: It was recommended to leave the courthouse closed to the public at this time. We will continue to do business via phone, email and utilizing the drop box at the front entrance. The situation will be reassessed at the next meeting.

**RESOLUTION 39-20**: Motion by Knock, second by Reints to approve the 2021 salary schedule which includes a 2% increase to the current salaries. Voting aye: Knock, Hass, Reints, Bjerke and Sass. Motion carried.

RESOLUTION\_39-20

2021 SALARY SCHEDULE

Commissioner Knock presented the following resolution and moved for its adoption. Second by Commissioner Reints. Voting aye: Knock, Hass, Reints, Bjerke and Sass. 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, 2021. This resolution, when adopted, will nullify all previous wage scales.

**SALARY SCHEDULE---------------January 2021**

COMMISSIONERS…………………………………Salary /mo………… **614.25**

 Terry Schlagel, Francis Hass,

 Chris Sass, Wallace Knock, Richard Reints

REGISTER OF DEEDS: Andrea Helkenn ……….. …….. Salary/mo 3760.53

TREASURER: Kay Mahlen ……….................................. Salary/mo 3833.76

AUDITOR: Chris Tarbox ………………………………….Salary/mo 3959.89

STATES ATTORNEY: Chad Fjelland…………………………Salary/mo 3579.35

Lisa Clausen ………………………….. Pay/mo 1425.66

SHERIFF: Robert McGraw…………………………………….Salary/mo 4843.30

 Deputy – Tad Heaton………………………………..Salary/mo 3332.76

 Deputy – Mike Gravning……………..…………….Salary/mo 3543.07

BLOOD DRAW: …………………………………………….. Salary/ draw 102.00

Louann Streff, Gayle Wookey

DIRECTOR OF EQUALIZATION – …Jarvis Reidburn…… Salary/mo 3632.90

PLANNING & ZONING: …………Jarvis Reidburn Salary/mo 275.78

HIGHWAY SUPERINTENDENT – Ryan Eggleston…..……..Salary/mo 4589.73

 Secretary – Erin Scheller-Brush.. …………………… Salary/mo 2281.43

JANITOR: Dustan Elsen………………………………………Salary/mo 3187.45

CORONER: Louann Streff……………………………………..Salary/ call 153.00

Deputy Coroner:… ……………………………………………Salary/call 153.00

Gayle Wookey, Lisa Lee

VETERANS SERVICE OFFICER – Darin Lewis –………… Salary/mo 689.45

WELFARE DIRECTOR- Christine Tarbox………………….. Salary/mo 408.00

EMERGENCY MANAGER…David Lewis………………….. Salary/hr 19.38

AMBULANCE ADMINISTRATOR – ………

 Ambulance Administrator – Randy Angermeier………….. Salary/mo 4084.17 Ambulance staff………….. …………….…..………… Salary/12 hr shift 101.42

 Ambulance staff…………….…………………………. Salary/24 hr shift 202.74

 Justin Bowers, Pam Grensberg, John Birnell

Paramedic – Bob Koistinen…………………………….Salary/24 hr shift 254.97

EVOC Drivers…………………………………………..Salary/24 hr call 88.25

EVOC Drivers…………………………………………..Salary/run 33.09

 After 3 hours…………………………………………… $9.48 per hour

 Willow Lake Ambulance………………………………. Salary $231.66/per run

 (split between the crew)

 Norlan Froke –Station II maintenance ……………………..102.00 per month

 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……………………….$137.89/ month

SECRETARY TO PUBLIC HEALTH NURSE/ WIC Sec

 Sara Tarbox Pay/mo 2138.50

 ………………………………………… Salary/hr 16.45

DEPUTIES TO AUDITOR, TREASURER, DIRECTOR OF EQUALIZATION,

AND REGISTER OF DEEDS,

 Carol Warkenthien, Mary Hurlbut

 Carrie Reis, ……….……………………………………….Pay/mo 2673.55

 Luvetta Nickels-Wicks………………………………….. Salary/hr 16.11

4-H Youth Advisor Secretary/ Weed Secretary

Josie Michalski…………………………….……….…… Salary/hr 16.45

PART TIME EMPLOYEES…………………………………… Salary/hr 9.48

WEED SUPERVISOR – … …………………… Salary/month 3374.04

 (58% of time weed from April 1 – October 31) (7 months) 19.58/hr

 Additional help - (from May 1 – October 31) 18.79/hr

 Part time weed sprayers………………………………………16.11/hr

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

HIGHWAY DEPARTMENT EMPLOYEES:

 Labor Grade Wage rate/hr

 Grade No 1 - Chance Burke ……………. 20.05

 Grade No 2 –Roger Mitchell.& Austin Swanhorst…… 19.87

 Grade No 2 Asst – ………….…………………………. 19.33

 Grade No 3 …………………………………………… 18.79

 Jay Waldow, Todd Fiedler, Steve LaFortune

 Brian Jenkins, Brad Furness, Dale Foiles, Matt

Kadinger, Dale Jones, Jimmy Dunbar, James

Caulfield, Charles Lusk, David Borns, Dennis Herman.

HIGHWAY DEPARTMENT PART-TIME EMPLOYEES:
 (Based on Experience)
 ..…………………………………………. 14.31

 …………………………………………… 16.11

All department heads, County Deputies, Clerk and Highway Department employees to receive $25.00 per month for first five continuous years of service and $25.00 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/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Christine Tarbox  Chris Sass, Chairman

Clark County Auditor Clark County Board of Commissioners

**REPLACE CHECK:** Motion by Hass, second by Reints to replace lost check for Jarred Lamb in the amount of $180.92. Voting aye: Hass, Bjerke, Knock, Reints and Sass. Motion carried.

**RESOLUTION 40-20 PLAT**: Motion by Kock, second by Hass to approve Grimes Addition Plat. Voting aye: Knock, Hass, Bjerke, Reints and Sass. Motion carried.

**RESOLUTION 40-20**

BE IT RESOLVED by the Board of County Commissioners of Clark County, South Dakota, that the plat entitled: “**Grimes Addition Located in the Southwest Quarter of Section 1, Township 119 North, Range 59 West of the 5th P.M., Clark County, South Dakota**”, which has been submitted for examination pursuant to law, and it appearing that all taxes and special assessments have been paid and that such plat and the survey thereof have been made and executed according to law, the plat is hereby approved, and the County Auditor is hereby authorized and directed to endorse on such plat a copy of this Resolution and certify the same.

 Dated this 15th day of December, 2020.

/s/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman, Board of County Commissioners

Clark County, South Dakota

ATTEST:

/s/ Christine Tarbox\_\_\_\_\_\_\_\_\_\_\_
County Auditor

Clark County, South Dakota

**REPORTS:**  Motion by Reints, second by Bjerke to approve the following reports. Voting aye: Hass, Bjerke, Reints, Knock and Sass. Motion carried.

 AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER
 Cash on hand…………………………………………..… 128,320.94

Money Market…..……………………………………...… 4,863,632.38 CD’s…………..…………………………………………… 800,000.00
Checking Account....…….…………………………………. 798,010.04 TOTAL:……………..……………… …..…………………6,589,963.36

These funds include all funds administered by the county including: General Fund $3,655,040.71, Road & Bridge: $1,232,884.23, 911 Service Fund: 77,363.76, E/D: 8,338.01, Domestic Abuse: 550.00, 24/7 – 15,693.76, ROD Mod/Pres: $11,496.66, TIF: 12,917.91. **Trust & Agency Funds $1,575,678.32 which are funds returned to schools, towns, townships and special districts.** TOTAL: $6,589,963.36.

**ROD Fees**: November recording fees 1895.00, Transfer fees: 2081.50, Births: 10.00, Deaths: 150.00, marriages: 15.00, Copy money: 67.00, Misc. 115.00. TOTAL: 4,333.50.

**Ambulance**: 10,112.95, **Sheriff**: Mileage 116.00, Civil fees $305.00, Pistol permits $50.00.

**CLAIMS**: Motion by Bjerke, second by Reints to approve the following claims and allow the auditor to issue payment. Voting aye: Hass, Knock, Bjerke, Reints and Sass. Motion carried. COMMISSIONERS:

Clark Co Courier-proceedings 352.37, US Bank Voyager Fleet Systems-fuel 133.39, ELECTIONS: Dekker Hardware – supplies 69.99, AUDITOR: ITC-service 72.05, Office Peeps-toner 229.02, Thomson Reuters-West Publishing-law books 75.02, TREASURER: ITC-service 50.80, Office Peeps-thermal roll 18.62, STATES ATTORNEY: Department of Health-blood draw 40.00, ITC-service 49.22, NDAA Ins Services – premium 1363.00, Prairie Lakes Healthcare-blood draw 85.00, Thomson Reuters-West Publishing – online library 2842.69, PUBLIC BUILDINGS: Cardmember Service – paint sprayer 165.08, City of Clark -water 111.85, Cook’s Wastepaper- garbage 35.25, Dekker Hardware – supplies – 24.94, ITC-service 81.03, Moeller Sheet Metal -rapid recover air cleaning unit 2295.00, North Western Energy-utilities 1256.55, Star Laundry – rugs 40.58, Chris Tarbox- Lysol 24.52, DIRECTOR OF EQUALIZATION: ITC-service 72.60, Office Peeps-wallet 33.62, Thomson Reuters-West Publishing – codified laws 75.02, REGISTER OF DEEDS: ITC-service 85.27, Office Peeps-toner 349.37, Toshiba Financial Services -copy machine rent 94.24, VETERANS SERVICE OFFICER: ITC-service 45.26, PREDATORY ANIMAL: Foxton Township – gopher bounty 966.00, Hague Township -gopher bounty 130.00, Pleasant Township – gopher bounty 576.00, SHERIFF: Cardmember Service-computer program/gloves 179.89, Clark Community Oil- fuel 383.14, ITC-service 219.72, South Dakota Sheriffs Assn 2021 Assn dues 610.73, Sturdevants Auto Parts-ice winterizer 31.38, US Bank Voyager Fleet -fuel 30.48, PRISONER CARE: Codington Co Auditor – prisoner care 2720.00, 911 SERVICE: Tango Tango – first response service 12,200.00, AIRPORT: Helms & Associates – runway construction costs 833.80, Northwestern Energy – utilities 196.46, NURSE: Dekker Hardware -supplies 10.49, AMBULANCE: A- Ox Welding Supply – oxygen 39.22, Bound Tree Medical- supplies 2091.25, City of Clark – water 72.45, Clark Community Oil – fuel 493.84, Dekker Hardware -supplies 83.06, ITC-service 190.06, Lewis Family Drug-supplies 7.63, Matheson Tri Gas- rental 107.15, Northwestern Energy-utilities 391.17, Star Laundry – laundry 11.78, Two Way Solutions-battery 80.98, SOC SERV FOR AGED: Inter-Lakes Comm Action -support comm serv worker/Dec 1469.33, MENTAL ILLNESS BOARD: Lewis & Clark BHS – BMI intake 184.00, South Dakota Human Service Center-involuntary service 591.90, Yankton County Treasurer – mental illness hearing 122.50, Yankton County Sheriff Office-fees 50.00, EXTENSION: Cardmember Service-workstation/computer 818.53, ITC-service 93.29, Office Peeps-copier 61.39, Star Laundry – rugs 25.20, WEED: ITC-service 96.86, Ken’s Fairway- supplies 8.07, Matheson Tri-Gas -rental 31.85, PLANNING & ZONING: Clark Co Courier- CU/variance 192.34, ROAD & BRIDGE: Agwrx Coop-grease 1140.00, Ameripride Services-towels 127.16, Beld Tree Service-tree trimming 11,000.00, Bjerke Brothers LLC-oversize rock 24,000.00, Boyer Ford Trucks-parts 258.10, City of Clark -water 124.10, Clark Building Center-supplies WL shop 252.91, Clark Comm Oil- fuel 28,901.31, Clark Engineering Corp-bridge-12,822.50, Clark Rural Water- gravel royalties 2618.00, Cook’s Wastepaper-garbage 92.50, Dakota Fluid Power-parts 797.19, Dekker Hardware -supplies 420.14, ITC-service 208.74, Dennis Johnson-contract hauling 2450.00, Jim Johnson Trucking-contract hauling 2793.00, Lucas Johnson Trucking-contract hauling 3038.00, Steve LaFortune-ins deductible 2670.46, Charles Lusk-ins deductible 2000.00, Matheson Tri-Gas Welding supplies 334.23, Menards-supplies 351.96, North American Truck and Trailer -parts 1865.78, Northern Con-Agg-pea rock 6623.45, Northwestern Energy-1,702.50, Oscar’s Machine Shop-parts 25.24, Pheasantland Industries-clothing 44.83, Pomp Tire Service-tires 6106.50, RC First Aid-first aid supplies 31.00, RDO Equipment – filters/parts 4742.44, Sturdevants Auto Parts-supplies/filters 2318.73, TrueNorth Steel-culverts 25,859.10, WW Tire Service-tires 924.80, Westside Implement -parts 344.51, Wheelco-parts 198.16, 911 SERVICE: Environmental Systems Research-ARCGIS desktop maintenance 800.00, ITC- service 145.23, CIVIL DEFENSE: ITC-service 49.71, US Bank Voyager Fleet Systems-fuel 130.69, REGISTER OF DEEDS: Microfilm Imaging Systems- 240.00, US Records Midwest LLC-rebound books 3930.85, CIVIL DEFENSE: Cardmember Service -supplies 610.61, ADVANCED TAXES: Jarred Lam-re-issue lost check 180.92. TOTAL 189,848.64.

**PAYROLL**: AUDITOR: 7412.86 TREASURER 6557.19, STATES ATTORNEY: 5720.35, COURTHOUSE: 3443.04, DIRECTOR OF EQUALIZATION: 6060.06, REGISTER OF DEEDS: 4172.04, VETERAN SERVICE OFFICE: 632.94, SHERIFF: 11,722.72, NURSE: 2616.77, AMBULANCE: 29,854.77, EXTENSION: 1793.12, WEED: 542.25, ROAD & BRIDGE: 61,048.18, EMERGENCY & DISASTER: 1691.11. TOTAL: 143,267.40.

**EXECUTIVE SESSION**: Motion by Knock, second by Hass to enter into executive session according to SDCL 1-25-2 (3) at 10:07 a.m. for potential pending litigation. Also present SA Fjelland and Auditor Tarbox. Voting aye: Hass, Knock, Reints, Bjerke and Sass. Chairman declared out at 10:18 a.m.

**ADJOURN**:  Motion by Bjerke, second by Hass to adjourn at 10:42 a.m. until next regular meeting Tuesday, December 29, 2020 at 8:00 a.m. Voting aye: Reints, Hass, Bjerke, Knock and Sass. Motion carried.

ATTEST:

(SEAL)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Christine Tarbox Chris Sass, Chairman

Clark County Auditor Clark County Board of Commissioners

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