CLARK COUNTY COMMISSIONER PROCEEDINGS

March 21, 2023

The Clark County Commissioners met in regular session on Tuesday, March 21, 2023 in the Commissioner Room of the Clark County Courthouse. Chairman Knock called the meeting to order at 8:00 a.m. with the following Commissioners present at the Courthouse: Chris Sass, Francis Hass, Terry Schlagel, Sara Gjerde and Wallace Knock. Also present Auditor Tarbox.

**COMMUNITY COMMENTS**: No one appeared.

**AGENDA:** Motion by Schlagel second by Sass to add fuel quotes to the agenda and approve the March 21, 2023 agenda with the addition. All voting aye. Motion carried.

**MINUTES**: Motion by Hass, second by Gjerde to approve the minutes of the regular meeting of March 7, 2023. All voting aye. Motion carried.

**HIGHWAY:**  Motion by Gjerde, second by Sass to approve request of HS Eggleston to advertise for employee for the highway department. All voting aye. Motion carried.

**MONTHLY FUEL QUOTES**: The following fuel quotes were presented to the board for March 2023. Diesel #2- Agwrx, 3.25, Clark Community Oil- 3.09, Vollan Oil – 3.31, Farstad Oil -No bid. The County accepted the low bid and all bids are on file in the Auditor's office.

**EMERGENCY MANAGER**: EM Lewis updated the board of the results from the Homeland Security grant dollars. Funds approved at the local level for Clark County consisted of $30,424 for the Willow Lake repeater and $20,424 for the Clark repeater. This request requires approval by Homeland Security and that decision should be made within three months. He also informed the board that he had gotten the rental repeater and delivered it to Willow Lake and that Two Way Solution will be coming to Willow Lake to set it up.

**GLOBE LIFE INS**: Eric Pederson representing Globe Life Insurance met with the board to discuss products available through Globe Life company. He was requesting permission to meet with employees to discuss the available products. No action taken.

**FIRST DISTRICT:** Todd Kays with First District Association of Local Governments met with the board to update them on services provided by First District, the governing body, funding for First District, staff, communities that they represent and Grants awarded to Clark County in 2022. No action needed.

**AIRPORT**: Brooke Edgar and Corey Helms with Helms and Associates met with the board to discuss the Airport Capital Improvement Plan including a revenue producing hangar, a fueling system and a certified weather (AWOS system). Brooke explained the projects, costs and potential revenue. This gives the board a timeline of how the projects could happen and extent of the County’s share of the total costs. No action needed.

**SHOOTING RANGE**: Amon Kelley was not available.

**COUNTY RD 17**: Adam Polley and Toby Morris met with the board regarding County Road #17, Carpenter road. Also present Brent Forest, Ian Edwards, Josh Schmidt, Blair Arne, Type Helkenn, Mike Helkenn, Alex Hohertz. Costs and funding of repairing the road where discussed. Motion by Sass, second by Schlagel to allow Toby Morris to file the loan application with the Department of Transportation with the stipulation that the County will be responsible for the contingency amount. All voting aye. Motion carried.

**SUMMIT CARBON UTILITY PERMITS**: The board discussed the utility permits that have been presented by Summit Carbon Pipeline. The board requested additional information to discuss at a later date.

**ORDINANCE 1-23**: The board reviewed Ordinance 1-23 which sets fees for boring roads within the County. Further discussion will continue at the April 4, 2023 meeting.

**SHERIFF**: Motion by Sass, second by Schlagel to approve the Sheriff Overtime policy as presented by Sheriff Heaton. This policy is required for Clark County to be eligible for the Highway Safety Grant funding. All voting aye. Motion carried.

**SHERIFF**: Motion by Sass, second by Hass to approve a five-year lease contract with Axon which will provide three body cameras for the sheriff department. The cameras will be replaced every two and one-half years and are also compatible with the car cameras. Total cost of the five-year contract is $21,175.40. First year fee will be $2,541.09, other four years fee will be $4,658.60. All voting aye. Motion carried.

**SHERIFF**: Sheriff Heaton and Deputy Stiefel discussed a possible dog at large policy be set by the County. There have been multiple complaints from dogs running at large within towns in the County. No action taken.

**TREASURER**: Motion by Gjerde, second by Hass to appoint Carrie Reis as Clark County Treasurer effective June 1, 2023. She will replace retiring Treasurer Kay Mahlen. All voting aye. Motion carried.

**TREASURER**: Motion by Schlagel, second by Sass to advertise for Deputy Treasurer position. Applications will be accepted until April 14, 2023. All voting aye. Motion carried.

**EXTENSION/NURSE**: Motion by Gjerde, second by Schlagel to approve a $.52 increase for Extension/ Nurse secretary Joslyn Hurlbert effective immediately as she has met the six month probation requirement. All voting aye. Motion carried.

**AMBULANCE**: Motion by Sass, second by Hass to approve 2023 ambulance rosters for Clark County Station I and Clark County Station II. Both rosters have been approved and are on file in the Auditor’s office. All voting aye. Motion carried.

**EASTER**: Governor Noem has declared Monday, April 10, 2023 as a holiday. The County will also recognize the holiday.

**REGISTER OF DEEDS**: ROD Helkenn informed the board that she has a rented scanner and is scanning all of her documents. The cost of this project is being covered by funds from the Register of Deeds Modernization and Preservation fund. No action needed.

**AMBULANCE:**  AA Angermeier informed the Board that Crocker Wind Farm is purchasing a CAD mapping system for the ambulance. This will pinpoint location of the ambulance calls. Cost of the equipment is $9708.78. After the first year the County will be responsible for the cost of Mobile PS Pro AVL, Mobile PS PRO CAD and Mobile PS Pro Mapping annual subscription fee of $810.92. This donation is directly from the Crocker Wind Farm.

**AMBULANCE**: Ambulance Staff, Randy Angermeier, Robert Koistinen, Drey Reihe, John Birnell met with the board to discuss salary increase. Also present SA Fjelland, Louann Streff, Jeremy Wellnitz, Tad Heaton, Lindsey Stiefel and Emily Yexley from the Clark County Courier. Chairman Knock pointed out that wage negotiating would not be done in an open meeting. Louann Streff, Ambulance Medical Director discussed the importance of the Ambulance service in the County. Chairman Knock asked for motion to address ambulance wages. No motion. Chairman Knock asked a second time for a motion to address the ambulance wage. No motion.

**EXECUTIVE SESSION**: Motion by Hass, second by Sass to enter into executive session according to SDCL 1-25-2-(1) at 1:16 p.m. to discuss personnel issues. Also present AA Angermeier, SA Fjelland and Auditor Tarbox. All voting aye. Motion carried. Chairman declared out at 2:00 p.m.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
 Cash on hand…………………….., ………………..… 31,300.36

Money Market…………………………..………………… 4,633,095.33

CD’s…………..…………………………………………… 800,000.00  
Checking Account....…….……………………………… 1,593,741.76 TOTAL:……………..……………… …..……………… 7,058,137.45

These funds include all funds administered by the county including: General Fund

$3,836,219.11, Restricted Cash General fund: 1,302,278.00, Road & Bridge: $842,041.78,

911 Service Fund: 67,612.71, ED: **-**3441.71, Domestic Abuse: 55.00, 24/7 --18,733.44, ROD Mod/Pres: $11,491.93, Rural Access Infrastructure fund: 218,174.41. County TIF: 234,340.16, **Trust & Agency Funds $530,632.62 which are funds returned to schools, towns, townships and special districts.** TOTAL: $7,058,137.45.

**ROD Fees**: August recording fees 1950.00, Transfer fees: 2963.50, Births: 70.00, Deaths: 80.00, Marriages – 0.00, Copy money: 67.00, Misc, 269.00. TOTAL: 5399.50.

**Ambulance**: 17,926.34, **Sheriff**: Mileage 26.55 Civil fees $150.00.

**CLAIMS**: Motion by Hass, second by Sass to approve the following claims and allow the Auditor to issue payment. All voting aye. Motion carried. JUROR FEES: 893.56, GENERAL FUND: AT&T Communications – refund 2022 tax 22.60, JUDICIAL SYSTEM: Certified Languages International – interpreter 21.45, AUDITOR: Office Peeps-envelopes 96.18, Wageworks-cobra costs 12.90, TREASURER: Cardmember Service-supplies 1457.50, COURT: Bratland Law-court appt atty – 779.10, PUBLIC BUILDINGS: City of Clark -water 78.37, Cook’s Wastepaper – garbage fees 41.25, Northwestern Energy – utilities 3408.97, DIRECTOR OF EQUALIZATION: Cardmember Services-stamped envelopes 2269.00, Office Peeps – printer 1705.44, PRISONER CARE: Codington CO Auditor – prisoner care 3150.42, AIRPORT: Northwestern Energy – utilities 209.50, AMBULANCE: AAA collection – collection fees 36.25, Bound Tree Medical LLC supplies 456.45, Cardmember Services- fees 51.26, City of Clark -water 84.07, Commercial Lighting – lights 297.23, Northwestern Energy- utilities 723.40, Office Peeps – toner 190.78, EXTENSION: Office Peeps – copy machine rent 74.55, ROAD & BRIDGE: Aramark – towels 360.97, Avera Occupational Medicine – drug/alcohol testing 119.00, Cardmember Service – supplies/fuel 1094.69, City of Clark-water 133.94, Cook’s Wastepaper – garbage 109.00, IMEG – County road 33 Road haul analysis -3780.00, Menards – supplies 784.43, Northwestern Energy – utilities 3078.23, Sign Solutions – signs 285.92, Two Way Solutions -radio install 955.89, 911 SERVICE: City of Watertown – 911 surcharge 3186.30, CIVIL DEFENSE: Cagley Smith Legion Post-rent of Legion Hall 125.00, Office Peeps – supplies 12.12, REGISTER OF DEEDS: Microfilm Imaging Systems -software/scanner rent – 250.00. TOTAL: 30,335.72.

**PAYROLL**: AUDITOR: 5564.43, TREASURER 5,318.23, STATES ATTORNEY: 4648.61, COURTHOUSE: 2850.27, DIRECTOR OF EQUALIZATION: 5591.57, REGISTER OF DEEDS: 3385.68, VETERAN SERVICE OFFICE: 409.14, SHERIFF: 9888.09, NURSE: 1043.17, AMBULANCE: 12,306.19, EXTENSION: 1227.27, WEED-156.36, ROAD & BRIDGE: 52,067.55, EMERGENCY & DISASTER: 1213.78. TOTAL: 105,670.34.

**ADJOURN**:  Motion by Schlagel, second by Sass to adjourn at 2:03 p.m. until next regular meeting Tuesday, April 4, 2023. All voting aye. Motion carried.

ATTEST:

(SEAL)

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Christine Tarbox Wallace Knock, Chairman

Clark County Auditor Clark County Board of Commissioners

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