CLARK COUNTY COMMISSIONER PROCEEDINGS

August 15, 2023

The Clark County Commissioners met in regular session on Tuesday, August 15, 2023 in the Commissioner Room of the Clark County Courthouse. Vice Chairman Sass called the meeting to order at 8:00 a.m. with the following Commissioners present at the Courthouse: Chris Sass, Francis Hass, Sara Gjerde, Terry Schlagel. Commissioner Wallace Knock available via zoom. Auditor Tarbox also present. Vice Chairman Sass conducted the meeting.

**COMMUNITY COMMENTS**: No one appeared.

**AGENDA:** Vice Chairman Sass added two agenda items. #1: Set hearing for the Road and Bridge 5 year plan and #2: allow Deputy Stiefel time to request creating a WEB page for the Sheriff office. Motion by Schlagel, second by Gjerde to approve the August 15, 2023 agenda with additions as stated. Voting aye: Hass, Gjerde, Schlagel, Knock and Sass. Motion carried.

**MINUTES**: Motion by Hass, second by Schlagel to approve the minutes of the regular meeting of August 1, 2023. Voting aye: Hass, Gjerde, Schlagel, Knock and Sass. Motion carried.

**CORRECTION TO MINUTES**: This motion is being corrected from July 18, 2023 minutes. Motion by Schlagel, second by Knock to approve boring permit of James Orris on County Road #61. All voting aye. Motion carried.

**CARBON SUMMIT SOLUTION**: Kaylee Langrell with Carbon Summit Solutions met with the board with a presentation addressing common misconceptions about Pipelines. She also discussed the Public Utilities Commission role and other organizations that are involved in the process and updated the board on permitting and land acquisition. No action needed.

**CHOOSE CLARK COUNTY UPDATE**: Kristin Vandersnick met with the board with an update for the board. She discussed total grant dollars that have been received and discussed assisting the business community with direct dollars. She also informed the board that a Housing Needs study has been done to gather and identify opportunities in an effort to increase available housing. She also discussed other projects and areas of work including increasing child care providers, industrial development and a possible hotel. She also Thanked the County for the financial support. No action needed.

Knock absent:

**BOARD OF ADJUSTMENT**: Motion by Schlagel, second by Hass to recess as County Commission and Convene as Board of Adjustment. All voting aye. Motion carried.

Vice-Chairman Sass called the Clark County Board of Adjustment to order and noted that Luke Muller from First District Association will be serving as staff and parliamentarian support. He is in attendance at the Courthouse.

The next item on the Agenda is items to be added by the Board members or staff. There being none the meeting continued. Vice Chairman extended an invitation for citizens to schedule time on the Board of Adjustment portion. No one appeared. Board members were asked if there were any Ex parte Communications or potential Conflicts of Interest that the rest of the Board or public may want to be aware of. There were none and the board proceeded.

**AGENDA**: Motion by Hass, second by Schlagel to approve the Board of Adjustment Agenda. All voting aye. Motion carried.

The next agenda item includes requests by Tony Werdel on behalf of TW6, LLC for conditional uses to operate an Auto repair and commercial storage. Motion by Hass, second by Sass to approve both conditional use requests as one. Property Description: The East 510 Feet of the West 1.251 Feet of the South 550 Feet of the Southeast Quarter of Section 6, Township 116 North, Range 57 West of the 5th P.M. (Day Township), Clark County, South Dakota, less the following parcels: Lot one (1) of Musser Addition; Fairfield Products Inc. Outlot: and Lot H-1, all located in the Southeast Quarter of Section 6, Township 116 North, Range 57 West of the 5th P.M. (Day Township). Clark County, South Dakota. Luke gave report of the conditional use permits including specifics of property and Land use plan. He defined specifics associated with the Auto Body Repair shop and the Commercial Storage. Vice Chairman Sass opened the public hearing. Tony Werdel present. There was no public testimony and the public hearing was closed. The board discussed the request. Motion by Schlagel, second by Gjerde to amend the motion to allow for the deadline of May 30, 2023 for the County to change the Ordinance and change wording to allow short term storage/parking on the west side of the building. All voting aye. Motion carried.

**MOTION**: Luke restated the motion. Motion is to approve both conditional use permits to operate auto repair with auto body repair and commercial cold storage subject to the conditions as read by staff as amended by the board. Voting aye: Hass, Gjerde, Schlagel and Sass. Motion carried. There was no other business before the board.  
  
**ADJOURN**: Motion by Gjerde, second by Schlagel to adjourn the Board of Adjustment and continue the County Commission agenda. All voting aye. Motion carried.

**CHANGE MEETING DATE:** Motion by Hass, second by Sass to reschedule Commissioner meeting from September 19, 2023 to September 18, 2023 to accommodate Government Days for Senior High students. All voting aye. Motion carried.

**FLOOD PLANE DISCUSSION**: The board discussed the flood damage prevention Ordinance that will need to be passed with the new mapping that has been completed. No action taken.

**SHERIFF**: Motion by Gjerde, second by Sass to accept resignation of Deputy Halverson and approve advertising for the position. Sheriff Heaton present via zoom. All voting aye. Motion carried.

**SHERIFF**: Deputy Steifel met with the board requesting permission to develop a web site for Clark County Sheriff Department. Commissioner Gjerde suggested use of the current web site for sheriff information. Access will be arranged for her to update page.

**AUDITOR**: Motion by Schlagel, second by Gjerde to allow the Auditor office to be closed October 18 and October 19, 2023 for staff to attend election school. All voting aye. Motion carried.

**PAINTING**: Motion by Gjerde, second by Schlagel to allow staff to paint portions of second floor of the Courthouse. Paint will be purchased by the County, staff will do the painting. All voting aye. Motion carried.

**COURTHOUSE**: Custodian Marx was unable to attend.

**LOST CHECK**: Motion by Hass, second by Sass to approve replacing lost check for Brian Jenkins which was lost in the mail. All voting aye. Motion carried.

**HEARING**: Motion by Gjerde, second by Schlagel to set hearing for September 5, 2023 at 9:30 a.m. for the Provisional Budget and allow publication of the Provisional Budget. All voting aye. Motion carried.

**CLAIMS**: Motion by Hass, second by Sass to approve the following claims and allow the Auditor to issue payment. All voting aye. Motion carried. GENERAL FUND: City of Bradley – refund of spraying fees -148.34, City of Garden City – refund of spraying fees – 260.78, City of Naples – refund of spraying fees – 132.02, City of Raymond – refund of spraying fees – 351.30, City of Vienna – refund of spraying fees – 106.22, City of Willow Lake – refund of spraying fees- 221.68, COMMISSIONERS: US Bank Voyager Fleet Systems-fuel- 191.40, AUDITOR: Clark County Treasurer – stamps – 66.00, Connecting Point – trend micro backup -179.50, Office Peeps – cartridge -203.64, PMB-0112 user fees-99.25, Wageworks – cobra costs -12.90, TREASURER: Cardmember Service -chair mats/envelops -1692.38, Clark Co Treasurer – postage -173.05, SDACO -2018 Tax deed manual - 50.00, STATES ATTORNEY: Department of Health – blood draw-165.00, Prairie Lakes Healthcare – blood draw – 170.00, Thomson Reuters West Publishing – online software subscription -440.28, PUBLIC BUILDINGS: Cardmember Services -mover dolly – 61.51, City of Clark – water -101.17, Clark Ace Hardware – supplies - 475.65, Cook’s Wastepaper – garbage -40.75, Dakota Data Shred – shredder fees -71.21, JW Roll Off Service – roll off container fee – 337.92, Larry’s Lumber – carpet/labor 3rd floor – 4827.76, Northwestern Energy – utilities -1282.81, Star Laundry – rugs- 80.36, REGISTER OF DEEDS: Great America Financial Service-copy machine rent -94.48, Office Peeps – supplies 128.12, SHERIFF: Clark Ace Hardware -supplies -103.31, Clark Community Oil -fuel 1000.06, Tony’s Collision Center – tires- 720.00, US Bank Voyager Fleet Systems – gas 350.78, WW Tire Service -flat repair -31.00, PRISONER CARE: Codington County Auditor – prisoner care -6745.00, AIRPORT: Northwestern Energy – utilities-- 207.74, AMBULANCE: AAA Collections – collection fees - 27.50, Bound Tree Medical-supplies -519.96, Brite – mount kit- 240.69, Cardmember Services – oxygen mask -269.82, Clark Ace Hardware -supplies- 100.73, City of Clark – water -84.07, Clark County Treasurer – postage 66.00, Clark Community Oil – fuel – 434.29, Ken’s Fairway – supplies -115.49, Lewis Family Drug-supplies -15.00, Northwestern Energy – utilities -288.56, Star Laundry – rugs 15.93, US Bank Voyager Fleet – fuel -199.53, SOC SERV FOR AGED: Inter-Lakes Comm Action – comm service worker/August – 1603.42, MENTAL ILLNESS BOARD: Kennedy Pier Loftus & Reynolds – mental illness hearing-- 278.20, EXTENSION: Cardmember Services – supplies -93.57, ITC – service at Fairgrounds -78.65, Kim McGraw – state horse show expenses – 61.50, Office Peeps - -deskpad/planner – 78.30, SDSU Extension Fall Conference- conference registration -75.00, State 4-H Office – fair passes/parking/admission 35.00, WEED: Agwrx – fuel 2335.76, City of Clark – water 66.97, Clark Ace Hardware – supplies -30.36, Clark Community Oil – fuel -2831.31, Cook’s Wastepaper -garbage -54.75, Brian Jenkins – re-issue lost check- 253.78, Northwestern Energy – utilities -123.04, SD Federal Property – supplies -21.00, Sturdevants Auto Value – supplies- 30.47, ROAD & BRIDGE: 212 Truck and Trailer Repair -outside repair – 39.71, Agwrx Coop – parts/fuel- 8966.78, Avera Queen of Peace-drug testing -322.00, Banner Associates – engineering service -651.00, Capital One Trade Credit -supplies -103.49, City of Clark -water- 66.97, Clark Ace Hardware – parts/supplies -263.29, Clark Community Oil – parts- 93.48, Cook’s Wastepaper -garbage -54.75, Elite Drain and Sewer – shop repair- 230.00, IMEG Consultant – engineering services- 28,141.82, Jebro – road oil -1240.00, Lyle Signs – signs -501.87, Northwestern Energy – utilities -915.66, R.D. Offutt Company – parts/bulk oil – 5128.30, Star Laundry – towels -17.13, Sturdevants Auto Value – filters/parts – 2889.11, Transource – parts-- 227.38, Truenorth Steel-culverts- 4959.00, WW Tire Service – tires -1196.88 Westside Implement – parts -217.80, Wheelco – parts -242.58, 911 SERVICE – City of Watertown – 911 surcharge- 3198.43, REGISTER OF DEEDS: software/scanner rent – 250.00. TOTAL: 91,482.31.

**PAYROLL**: AUDITOR: 5564.44, TREASURER 5242.08, STATES ATTORNEY: 4648.60, COURTHOUSE: 2850.27, DIRECTOR OF EQUALIZATION: 5591.56, REGISTER OF DEEDS: 3557.72, VETERAN SERVICE OFFICE: 409.13, SHERIFF: 9283.37, NURSE: 1063.26, AMBULANCE: 11,482.06, EXTENSION: 1157.10, WEED: 3723.97, ROAD & BRIDGE: 43,151.48, EMERGENCY & DISASTER: 1068.13. TOTAL: 98,793.17.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
 Cash on hand…………………….., ……………….. 1,305,482.96

Money Market…………………………..………………… 4,351,838.93

CD’s…………..…………………………………………… 800,000.00  
Checking Account…………….………………………… 961,468.76 TOTAL:……………..……………… …..……………… 7,418,790.65

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

$5,048,805.05, Restricted Cash General fund: 1,302,278.00, Road & Bridge: $116,959.57,

911 Service Fund: 67,073.67, ED: **-**11,250.51, Domestic Abuse: 285.00, 24/7 –$19,443.94, ROD Mod/Pres: $5932.93, Rural Access Infrastructure fund: 344,748.47. County TIF: 262,535.10. **Trust & Agency Funds $239,478.41 which are funds returned to schools, towns, townships and special districts.** TOTAL: $7,418,790.65.

**ROD Fees**: July recording fees 1,105.00, Transfer fees: 273.00, Births: 70.00, Deaths: 30.00, Marriages – 45.00, Copy money: 67.00, Misc, 172.00. TOTAL: 1,762.00.

**Ambulance**: 9170.48, **Sheriff**: Mileage- $23.60, Civil fees $245.00.

**PAYROLL**: AUDITOR: 5564.44, TREASURER 5242.06, STATES ATTORNEY: 4648.61, COURTHOUSE: 2850.27, DIRECTOR OF EQUALIZATION: 5591.57, REGISTER OF DEEDS: 3672.43, VETERAN SERVICE OFFICE: 409.13, SHERIFF: 7342.89, NURSE: 473.14, AMBULANCE: 9833.64, EXTENSION: 1504.96, WEED: 3905.73, ROAD & BRIDGE: 43,224.46, EMERGENCY & DISASTER: 983.16. TOTAL: 95,246.49.

**ADJOURN**:  Motion by Schlagel, second by Gjerde to adjourn at 11:38 a.m. until next regular meeting Tuesday, September 5, 2023 at 8:00 a.m. All voting aye. Motion carried.

ATTEST:

(SEAL)

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

Clark County Auditor Clark County Board of Commissioners

Published once at the total approximate cost of $\_\_\_\_\_\_\_\_\_\_\_\_.