CLARK COUNTY COMMISSIONER PROCEEDINGS

September 18, 2023

The Clark County Commissioners met in regular session on Monday, September 18, 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, Sara Gjerde, Terry Schlagel and Wallace Knock. Auditor Tarbox also present. Vice Chairman Sass chaired the meeting.

**COMMUNITY COMMENTS**: No one appeared.

**AGENDA:** Motion by Gjerde, second by Knock to approve the September 18, 2023 agenda. All voting aye. Motion carried.

**MINUTES**: Motion by Hass, second by Schlagel to approve the minutes of the regular meeting of September 5, 2023. All voting aye. Motion carried.

**TRANSPORT FUEL QUOTES**: The following transport fuel quotes for September, 2023 were presented. Diesel #2: Agwrx-No bid. Clark Community Oil – 3.58, Vollan Oil – 3.6191, Farstad Oil – no bid. The County accepted the low bid and all bids are on file at the Clark County Courthouse.

**RESOLUTION 23-23**: Motion by Schlagel, second by Gjerde to approve the 2024 Road and Bridge 5 Year Plan. All voting aye. Motion carried.

RESOLUTION 23-23

A RESOLUTION ADOPTING THE CLARK COUNTY FIVE-YEAR HIGHWAY AND

BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan;

and

WHEREAS, Clark County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Clark County held a public meeting on September 5, 2023 to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, the County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CLARK COUNTY BOARD OF COUNTY COMMISSIONERS THAT THE CLARK COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN IS HEREBY ADOPTED AND IS RECOGNIZED AS THE HIGHWAY AND BRIDGE IMPROVEMENT PLAN FOR CLARK COUNTY.

Dated at Clark, South Dakota this 18th day of September 2023.

ATTEST:\_

/s/ Christine Tarbox\_\_\_\_\_\_\_\_\_ /s/ Wallace Knock\_\_\_\_\_\_\_\_\_

County Auditor County Commissioner Chair

**4-H**: EXTENSION EDUCATOR McGraw met with the board to discuss clerical position for the extension office. She discussed hours she is available in Clark County and requested a clerical for at least 28 hours per week. The board discussed amending the personnel handbook to require employees work 30 or more hours per week to qualify for benefits. States Attorney will check into the request and also determine how it would affect current staff. This issue will be addressed on October 3, 2023.

**CONCERNED CITIZEN**: Sandra and Daniel Rosch and Lois Stacey met with the board with concerns about tiling and manure management near Pepper Slough. The board explained that they need to contact the Department of Environment and Natural Resources with their concerns. No action needed.

**COUNTY HEALTH NURSE**: CHN Linneman met with the board and presented a bi-annual report of services performed in her office. She discussed the WIC case load, immunizations, maternal health, flu shot clinics and school screenings. She also discussed changes the State has made in the Department of Health and the Public Health Nurse position. These changes have eliminated need for clerical staffing in the Nurse office. She will continue her position in Clark County 24 hours per week.

**NURSE CONTRACT**: Motion by Schlagel, second by Gjerde to approve Nurse/WIC contract dated May 2023 through September 2023. This contract is necessary for the Department of Health to process WIC payments owed to Clark County for the months of May through September 2023. All voting aye. Motion carried.

**RESOLUTION 21-23**: Motion by Schlagel, second by Knock to approve Resolution 21-23 which is Colonel’s Landing Plat. All voting aye. Motion carried. Doug Paulson also present. He informed the board he was not in favor of the road being moved.

RESOLUTION 21-23

BE IT RESOLVED by the County Commission of Clark County, South Dakota, that the plat entitled: **“Colonel’s Landing located in the Northwest Quarter of Section 13, Township 118, North, Range 58 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.

/s/ Wallace Knock\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman, Board of County Commissioner Clark County, South Dakota

ATTEST:

/s/ Christine Tarbox

County Auditor

Clark County, South Dakota

**RESOLUTION 22-23-ANNUAL BUDGET ADOPTION**: Motion by Knock, second by Schlagel to approve the 2024 Provisional Budget with the following changes. Delete nurse budget in these categories – 101-421-411, 101-421-412, 101-421-413, 101-421-414, 101-421-415, change 101-421-429 to $5000.00, and delete WIC entire budget. Change Extension Budget to listed amounts: 101-611-411-$27,184.00, 101-615-412-$1767.00, 101-615-413-$1631.00, 101-615-415-$23,899.00, 101-615-415.10- $2250.00, Soc Serv ICAP – 101-433-429 - 25,132.00, 101-712-429.10-Choose Clark County -$20,000.00, Current Property taxes--General Fund: 101-0-311-$3,339,544.00, Current Property Taxes -Road and Bridge Fund: 201-0-311- $1,065,607.00. Cash Applied General Fund: 101-0-276.01--$757,230.00, Cash Applied Road and Bridge Fund: 201-0-276.01, $251,043.00, 5% for County General $251,150. The levy for the County General fund for 2024 will be 2.246, Levy for Road and Bridge Fund will be .717, Total Levy for 2024 for Clark County is 2.963. All voting aye. Motion carried.

RESOLUTION 22-23

ADOPTION OF ANNUAL BUDGET FOR 2024

Clark County, South Dakota

Whereas, (7-21-5- thru 13,) SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year and,

Whereas the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

Whereas, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED: That such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATION AND EXPENDITURES FOR Clark County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2024

and ending December 31, 2024 and the same is hereby approved and adopted by the Board of County Commissioners of Clark County, South Dakota, this 18th day of September, 2023.

The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Clark County, South Dakota. The accompanying taxes are levied by Clark County for the year January 1, 2024 through December 31, 2024.

County Levy General Fund 2.246, County levy for Road and Bridge fund .717 for a total levy for 2024: 2.963.

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| Date: September 18, 2023 | |  |  |  |  |
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| BOARD OF COUNTY COMMISSIONERS OF | | | |  |  |
|  | Clark County, South Dakota | | | | |
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| /s/ Wallace Knock\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Chairman | | | |  |  |
| /s/Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |  |  |  |
| Commissioner | | | |  |  |
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| /s/ Francis Hass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Commissioner | | | |  |  |
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| /s/ Sara Gjerde\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Commissioner | | | |  |  |
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| /s/ Terry Schlagel \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Commissioner | | | |  |  |
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| ATTEST  /s/ Christine Tarbox\_\_\_\_\_\_\_\_\_\_\_\_\_  Christine Tarbox, County Auditor | | | |  |  |

**HAZARD MITIGATION**: Motion by Gjerde, second by Knock to approve and allow Chairman to sign the Hazard Material Plan and Certificate of Adoption. All voting aye. Motion carried.

**INSURANCE**: Motion by Knock, second by Sass to allow adding domestic partner to health insurance coverage. Those requesting coverage must meet requirements of Wellmark Blue Cross and Blue Shield. Voting aye: Sass, Hass, Gjerde, and Knock. Voting nay: Schlagel. Motion carried.

**AMBULANCE**: AA Angermeier met with the board seeking approval of overtime pay during the month of September if need arises. Motion by Knock, second by Sass to approve request. All voting aye. Motion carried.

**CLAIMS**: Motion by Gjerde, second by Sass to approve the following claims and allow the Auditor to issue payment. All voting aye. Motion carried. JUDICIAL: Certified Languages International- interpreter 9.90, AUDITOR: Connecting Point – trend micro backup -179.50, Wageworks – cobra costs -12.90, TREASURER: Clark Ace Hardware – supplies 27.98, Office Peeps – cartridge 72.36, STATES ATTORNEY: Department of Health – blood draw-150.00, COURT SYSTEM: Bratland Law -court appointed attorney – 838.30, PUBLIC BUILDINGS: City of Clark -water 89.77, Clark Ace Hardware – supplies 745.99, Cook’s Wastepaper – garbage 40.75, Northwestern Energy -utilities 1390.58, Star Laundry – rugs 74.94, DIRECTOR OF EQUALIZATION: Cardmember Service – lodging 216.92, Office Peeps – soundbar 79.51, SHERIFF: Clark Ace Hardware -supplies 66.57, Clark Community Oil – fuel 1064.28, Detco-supplies 501.46, PRISONER CARE: Codington Co Auditor-prisoner care – 4750.00, AIRPORT: Northwestern Energy – utilities—225.20, NURSE: SD Dept of Health – 2023 Nurse agreement 4732.00, AMBULANCE: AAA Collections – collection fees – 26.00, Randy Angermeier – reimburse for phone accessories 123.19, Bound Treee Medical-supplies -1135.36, Cardmember Services – supplies 250.00, City of Clark – water 84.07, Clark Ace Hardware-supplies- 179.15, Clark Community Oil – fuel – 631.94, Creative Printing – refusal forms 100.48, GOV Connection – dock 331.00, Ken’s Fairway – supplies -73.20, Northwestern Energy – utilities -281.91, Office Peeps – shredder 223.25, Olson Plumbing – install toilet – 230.42, Star Laundry – rugs 15.93, Watertown Wholesale- Covid 19 spray 45.34, Social Services for Aged: Inter Lakes Comm Action – comm serv work/Sept -1603.42, MENTAL ILLNESS: Avera McKennan Hospital -psych eval - 830.00, EXTENSION: Office Peeps – paper 57.88, Star Laundry – rugs 45.60, WEED: City of Clark – water 305.09, Clark Ace Hardware -supplies 95.68, Cook’s Wastepaper -garbage 54.75, Northwestern Energy-utilities 133.91, SD Federal Property=supplies 17.00, ROAD & BRIDGE: 212 Truck and Trailer Repair -parts 76.20, Banner Associates – engineering costs 4751.10, Cardmember Service – parts 298.71,City of Clark – water 66.97, Clark Ace Hardware – supplies 269.85, Cook’s Wastepaper-garbage 54.75, IMEG Consultant – engineering costs 20,839.60, Interstate Batteries – batteries 686.80, Northwestern Energy – utilities -1185.13, Office Peeps – supplies 117.18, Oscar’s Machine Shop – parts 92.38, R. D. Offutt Company – filters 4356.53, R.D. Offutt Co-parts 176.65, Star Laundry – towels -46.43, Transource – parts—45.39, Westside Implement – parts -3092.80, Wheelco – parts -1201.75, 911 SERVICE – City of Watertown – 911 surcharge- 3123.90, CIVIL DEFENSE: Cardmember Services – conf registration 100.00. TOTAL: 62,726.40.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
Cash on hand……….………………….., ……………….. 1,311,819.56

Money Market…………………………..………………… 4,355,535.00

CD’s…………..…………………………………………… 800,000.00  
Checking Account…………….………………………… 572,303.37 TOTAL:……………..……………… …..……………… 7,039,657.93

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

$3,929,414.11, Restricted Cash General fund: 1,302,278.00, Road & Bridge: $902,560.28,

911 Service Fund: 66,962.97, ED:8,506.01, Domestic Abuse: 310.00, 24/7 –$19,443.94, ROD Mod/Pres: $10,115.55, Rural Access Infrastructure fund: 344,748.47. County TIF: 262,535.10. **Trust & Agency Funds $192,783.50 which are funds returned to schools, towns, townships and special districts.** TOTAL: $7,039,657.93.

**ROD Fees**: August recording fees 1927.00, Transfer fees: 2478.00, Births: 10.00, Deaths: 110.00, Marriages – 15.00, Copy money: 67.00, Misc, 262.00. TOTAL: 4,869.00.

**Ambulance**: 15,599.01, **Sheriff**: Mileage- $49.56, Civil fees $350.00.

**PAYROLL**: AUDITOR: 5564.43, TREASURER 5242.08, STATES ATTORNEY: 4648.60, COURTHOUSE: 2850.27, DIRECTOR OF EQUALIZATION: 5591.56, REGISTER OF DEEDS: 3729.81, VETERAN SERVICE OFFICE: 409.15, SHERIFF: 6626.04, AMBULANCE: 11,202.71, WEED: 3713.53, ROAD & BRIDGE: 43,151.51, EMERGENCY & DISASTER: 1492.96. TOTAL: 94,222.65.

**ADJOURN**:  Motion by Schlagel, second by Hass to adjourn at 11:45 a.m. until next regular meeting Tuesday, October 3, 2023 at 8:00 a.m. 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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