CLARK COUNTY COMMISSIONER PROCEEDINGS

November 21, 2023

The Clark County Commissioners met in regular session on Tuesday, November 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: Francis Hass, Sara Gjerde, Terry Schlagel and Wallace Knock. Chris Sass available on zoom. Auditor Tarbox also present.

**COMMUNITY COMMENTS**: No one appeared.

**AGENDA:** Motion by Schlagel, second by Gjerde to approve the agenda of November 21, 2023. Voting aye: Sass, Hass, Gjerde, Schlagel, Knock. Motion carried.

**MINUTES**: Motion by Schlagel, second by Sass to approve the minutes of the regular meeting of November 7, 2023, the Emergency meeting of November 9, 2023 and the special meeting of November 13, 2023. Voting aye: Sass, Hass, Gjerde, Schlagel, Knock. Motion carried.

**SMALL STRUCTURE GRANTS**: HS Eggleston met with the board with the following recommendations to approve funds to Clark County Townships from the Rural Access Infrastructure Fund Grants. Total amount awarded is $134,954.26.

**FORDHAM TOWNSHIP**: Motion by Hass, second by Schlagel to approve $31,437.60 to Fordham Township for full replacement of two culverts. Total cost of the project is $39,297.00, Township Cost $7,859.40. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**PLEASANT TOWNSHIP**: Motion by Gjerde, second by Sass to approve $17,793.48 to Pleasant Township for full replacement of a culvert. Total cost of the project is $22,241.85, Township cost is $4,448.37. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**LOGAN TOWNSHIP**: Motion by Schlagel, second by Hass to approve $4,656.00 to Logan Township for Engineering costs. Total cost of the project is $5,820.00, Township cost is $1,164.00. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**RICHLAND TOWNSHIP**: Motion by Gjerde, second by Hass to approve $81,067.18 to Richland Township for full replacement of three culverts, in two different locations. Total Cost of the Project is $101,333.99. Township cost is $20,266.80. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**EXECUTIVE SESSION**: Motion by Gjerde, second by Hass to move into executive session at 8:57 a.m. according to SDCL 1-25-2 (1) to discuss personnel issue. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried. Chairman declared out at 12:19 p.m.

**FAIRGROUNDS**: Casey Flatten, representing the Clark County Riders, had contacted the County to discuss funding from a third party to create additional camp sites at the Fairgrounds. He has contacted Choose Clark County to assist in the project.

**EXTENSION**: Motion by Sass, second by Hass to allow Extension Agent McGraw to approve lease of copy machine from Office Peeps. Lease agreement and cost per month will be $101.01 per month for a term of 63 months. Voting aye: Sass, Hass, Schlagel and Knock. Voting nay: Gjerde. Motion carried.

**EXECUTIVE SESSION**: Motion by Hass, second by Sass to move into executive session at 12:42 p.m. according to SDCL 1-25-2 (1) to discuss personnel issue. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried. Chairman declared out at 2:10 p.m.

**SALARY 2024**: Motion by Sass, second by Schlagel to approve $1.00 per hour for all hourly employees, equivalent of $1.00 per hour on a 40 hour week for salaried employees and 4% increase to Welfare, Planning & Zoning, Blood Draw, Coroner and Veteran Service Officer. No increase to Commissioner Salary. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**AMBULANCE**: Motion by Sass, second by Knock to engage services of PCC Ambulance Billing Services to complete billing services for Clark County Ambulance Service, contingent upon approval of States Attorney. This contract will be effective on December 1, 2023. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**TAX DEED SALE**: Motion by Knock, second by Hass to set date and time for the 2023 Tax Deed Property sale. Sale will take place on the first floor of the Courthouse on December 5, 2023 at 8:15 a.m. Voting aye; Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**CLAIMS**: Motion by Sass, second by Gjerde to approve the following claims and allow the Auditor to issue payment. All voting aye. Motion carried. GENERAL FUND: Clark Horseman’s Club – refund/overpayment 400.00, COMMISSIONERS: Brians Glass and Door -windshield replacement/ Co Van – 395.00, SD Assn of County Officials – 2024 SDACO Co dues – 832.25, TREASURER: Office Peeps – calculators/supplies 454.15, STATES ATTORNEY: Department of Health – blood draw-150.00, COURT SYSTEM: Austin, Strait, Benson and Thole-court appt atty- 868.90, Green, Roby, Oviatt, Cummings – court appt atty – 408.10, Socia Law – court appt atty – 639.80, PUBLIC BUILDINGS: City of Clark -water 84.07, JCL Solutions – Janitors Closet – supplies – 123.76, Northwestern Energy - utilities 1603.89, SHERIFF: Trav’s Outfitter – vest 299.20, PRISONER CARE: Codington County Auditor -prisoner care - 1665.00, AIRPORT: Northwestern Energy – utilities -242.13, AMBULANCE: 212 Truck and Trailer Repair – service 2016 Ambulance – 3333.23, Bound Tree Medical – supplies 287.04, City of Clark – water 84.07, Robert Koistinen – paramedic recertification fee – 32.00, Northwestern Energy – utilities -376.00, Sanford Health Network – supplies 648.87, Two Way Solutions – battery 93.99, EXTENSION: Office Peeps- copier 103.50, WEED: City of Clark -water 66.97, Brian Jenkins – registration fee -40.00, Northwestern Energy – utilities 150.37, ROAD & BRIDGE: Avera Queen of Peace-drug testing 170.00, Cardmember Service -parts 697.15, City of Clark - water – 66.97, Northwestern Energy-utilities- 890.94, Office Peeps – supplies 3.88, RC First Ais-first aid – 52.50, Safety Service – parts 1440.50, SD Assn of Co Highway Superintendent- annual dues 350.00, 911 SERVICE – City of Watertown – 911 surcharge- 3139.39, REGISTER OF DEEDS: Microfilm Imaging Systems – software/scanner rent 250.00, CIVIL DEFENSE: CARDMEMBER SERVICES: rupture seal -1102.64. TOTAL: 21,546.26.

**PAYROLL**: AUDITOR: 5564.44, TREASURER 5242.07, STATES ATTORNEY: 4706.09, COURTHOUSE: 2850.27, DIRECTOR OF EQUALIZATION: 5591.56, REGISTER OF DEEDS: 3471.71, VETERAN SERVICE OFFICE: 409.13, SHERIFF: 9546.22, AMBULANCE: 10,761.74, WEED: 30.00, ROAD & BRIDGE: 41,605.52, EMERGENCY & DISASTER: 1068.13. TOTAL: 90,846.88.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
Cash on hand……….………………….., ……………….. 1,329,304.91

Money Market…………………………..………………… 6,263,219.87

CD’s…………..…………………………………………… 800,000.00  
Checking Account…………….………………………… 2,389,808.02 TOTAL:……………..……………… …..……………… 10,782,332.80

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

$4,744,895.04, Restricted Cash General fund: 1,302,278.00, Road & Bridge: $1,430,406.71,

911 Service Fund: 67,006.60, ED:8,816.79, Domestic Abuse: 395.00, 24/7 –$19,443.94, ROD Mod/Pres: $10,026.55, Rural Access Infrastructure fund: 332,348.47. County TIF: 268,818.12, **Trust & Agency Funds $2,597,897.58 which are funds returned to schools, towns, townships and special districts.** TOTAL: $10,782,332.80.

**ROD Fees**: September recording fees 2190.00, Transfer fees: 3009.50, Births: 70.00, Deaths: 65.00, Marriages – 30.00, Copy money: 67.00, Misc, 253.00. TOTAL: 5,684.50.

**Ambulance**: 8,795.60, **Sheriff**: Mileage- $39.53, Civil fees $200.00.

**ADJOURN**:  Motion by Gjerde, second by Schlagel to adjourn at 2:37 p.m. until next regular meeting Tuesday, December 5, 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

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