CLARK COUNTY COMMISSIONER PROCEEDINGS

December 28, 2023

The Clark County Commissioners met in regular session on Thursday, December 28, 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, Sara Gjerde, Terry Schlagel and Wallace Knock. Francis Hass available via phone. Also present Auditor Tarbox.

**COMMUNITY COMMENTS**: No one appeared.

**AGENDA:** Motion by Schlagel, second by Sass to approve the December 28, 2023 agenda with addition of Contingency Transfer 1-23. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**MINUTES**: Motion by Hass, second by Gjerde to approve the minutes from the regular meeting held December 19, 2023. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**HIGHWAY:** Motion by Sass, second by Gjerde to approve and allow Chairman to sign contract between Clark County and Halme Inc for Clark County Highway 38 reconstruction. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**HIGHWAY**: HS Eggleston met with the board to explain additional costs for the 2024 Mack truck that has been purchased from Transource Truck and Equipment.

**AIRPORT**: Motion by Schlagel, second by Hass to clarify the updated Airport hangar lease fees. The $.12 per square foot figure will be rounded to the nearest dollar and there will be a minimum of $200.00 per facility. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**AIRPORT**: Motion by Gjerde, second by Schlagel to extend no rent for Hangars 8 & 14 for Jed Hansen for Airport Manager duties. Hangars 5 and 10 rent will be charged in the amount or $.12 per square foot. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**NURSE**: PH Nurse Linneman met with the board to explain that the Department of Health will be supplying Naxolone to be placed in the Courthouse. She will be responsible for the Naxolone and staff will be offered training on correct administration of the medication if needed in the Courthouse setting.

**TANGO TANGO BILLING**: The board discussed the recently submitted Tango Tango bill. The County will pay the bill and submit requests to the other seven entities that have paid a portion since implementing the service.

**SALARY**: Motion by Gjerde, second by Schlagel to increase reimbursement to Willow Lake ambulance to $300.00 per run. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

**RESOLUTION 28-23** –Motion by Sass, second by Hass to approve Resolution 28-23, the 2024 Salary Schedule. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried.

RESOLUTION 28-23

Commissioner Sass presented the following resolution and moved for its adoption. Second by Commissioner Hass. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried. Voting nay: None. 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, 2024. This resolution, when adopted, will nullify all previous wage scales.

**SALARY SCHEDULE --------------January 2024**

$1.00 per hour for all hourly employees, equivalent of $1.00 per hour on a 40 hour work week for salaried employees and 4% increase to Welfare, Planning and Zoning, Blood Draw, Coroner, Veteran Service Officer. Ambulance salaries increased by $27.60 per 24 hr shift and $13.80 per 12 hour shift. Willow Lake ambulance increased to $300.00 per run. No increase to commissioner salary.

COMMISSIONERS…………………………………Salary /mo………… **677.21**

Terry Schlagel, Francis Hass,

Chris Sass, Wallace Knock, Sara Gjerde

REGISTER OF DEEDS: Andrea Helkenn ……….. …….. Salary/mo 4319.31

TREASURER: Carrie Reis ……….................................. Salary/mo 4188.71

AUDITOR: Chris Tarbox ………………………………….Salary/mo 4539.10

STATES ATTORNEY: Chad Fjelland…………………………Salary/mo 4032.90

Lisa Clausen ………………………….. Pay/mo 1657.94

SHERIFF: Sheriff – Tad Heaton ……………………………….Salary/mo 5513.06

Deputy – Lindsay Stiefel ……………..…………….Salary/mo 3982.59

Deputy – Cole Dummermuth………………………..Salary/mo 3715.00

BLOOD DRAW: …………………………………………….. Salary/draw 116.96

Louann Streff, Gayle Wookey

DIRECTOR OF EQUALIZATION – …Jarvis Reidburn…… Salary/mo 4178.60

PLANNING & ZONING: …………Jarvis Reidburn Salary/mo 316.20

HIGHWAY SUPERINTENDENT – Ryan Eggleston…..……..Salary/mo 5233.50

Secretary – Erin Scheller-Brush.. …………………… Salary/mo 2652.70

JANITOR: Jimmie Marx………………………………………Salary/mo 3778.75

CORONER: Louann Streff……………………………………..Salary/ call 175.43

Deputy Coroner:… ……………………………………………Salary/call 175.43

Gayle Wookey, Lisa Lee

VETERANS SERVICE OFFICER – Darin Lewis –………… Salary/mo. 790.53

WELFARE DIRECTOR- Christine Tarbox………………….. Salary/mo. 467.81

EMERGENCY MANAGER…David Lewis………………….. Salary/hr. 22.36

AMBULANCE ADMINISTRATOR – ………

Ambulance Administrator – Cassidy Sivertson………….. Salary/mo 5208.33 Ambulance staff………….. …………….…..………… Salary/12 hr shift 125.56

Ambulance staff…………….…………………………. Salary/24 hr shift 251.11

John Birnell, Randy Angermeier

Paramedic – Bob Koistinen…………………………….Salary/24 hr shift 308.70

Paramedic -…………………………………………….. Salary/12 hr shift 154.35

EVOC Drivers…………………………………………..Salary/24 hr call 90.00

EVOC Drivers…………………………………………..Salary/run 60.00

After 3 hours…………………………………………… $10.00 per hour

Willow Lake Ambulance………………………………. Salary $300.00/per run

(split between the crew)

Norlan Froke –Station II maintenance ……………………..112.46 per month

Holiday Pay for full time ambulance employees………….. Double pay with no extra

pay per run

Weekend Pay for ambulance employees…………………………... EMT $31.50/run

Weekend defined as: 5:00 a.m., Friday to 5:00 a.m. Monday ………EVOC $26.25/run

Medical Director of Ambulance...Louann Streff……………………….$152.02/ month

DEPUTIES TO AUDITOR, TREASURER, DIRECTOR OF EQUALIZATION,

AND REGISTER OF DEEDS,

Carol Warkenthien, Mary Hurlbut

Angie Graves, ……….……………………………………….Pay/mo 3108.63

Luvetta Nickels-Wicks………………………………….. Salary/hr 18.76

4-H Youth Advisor Secretary/ Weed Secretary

…………………………….……….…… Salary/hr

PART TIME EMPLOYEES…………………………………… Salary/hr 11.80

WEED SUPERVISOR – … …………………… Salary/month 3890.36

(58% of time weed from April 1 – October 31) (7 months) 22.58/hr

Additional help - (from May 1 – October 31) 21.71/hr

Part time weed sprayers………………………………………18.76/hr

WEED BOARD:……………………………………………… Salary/mtg 21.00

HIGHWAY DEPARTMENT EMPLOYEES:

Labor Grade Wage rate/hr

Grade No 1 - Dennis Herman……………. 23.10

Grade No 2 –Roger Mitchell………………………..… 22.90

Grade No 2 Asst – ………….…………………………. 22.30

Grade No 3 …………………………………………… 21.71

Jay Waldow, Todd Fiedler, Steve LaFortune

Brian Jenkins, Brad Furness, Dale Foiles, Matt

Kadinger, Dale Jones, Jimmy Dunbar, James

Caulfield, Charles Lusk, David Borns.

HIGHWAY DEPARTMENT PART-TIME EMPLOYEES:  
 (Based on Experience)  
 ..…………………………………………. 16.77

…………………………………………… 18.76

All department heads, County Deputies, Clerk and Highway Department employees to receive $30.00 per month for first five continuous years of service and $30.00 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/ Wallace Knock \_\_\_\_\_\_\_\_                              
Christine Tarbox  Wallace Knock, Chairman

Clark County Auditor Clark County Board of Commissioners

Dated: December 28, 2023\_\_\_\_

**CONTINGENCY TRANSFER 1-23**: Motion by Gjerde, second by Sass to approve contingency transfer 1-23 in the amount of $45,100 for budgets listed below. All voting aye. Motion carried.

CONTINGENCY TRANSFER 1-23

Commissioner Gjerde moved that the following transfer be adopted.

Whereas an insufficient amount was appropriated for the county to meet its obligation and;

Whereas an appropriation was made in the 2023 budget of Clark County an amount for contingencies as provided by SDCL 7-21-6.2 and;

Whereas SDCL 7-21-32.2 authorizes the Board of Clark County Commissioners to transfer from this Contingency appropriation to any other appropriation.

NOW, THEREFORE BE IT RESOLVED: that $45,100.00.

be transferred from the Contingency appropriation to the following:

$22,000.00 Commissioner 101-111-411

$4,000.00 Prisoner Care 101-212-429

$100.00 Social Services 101-433-429

$5500.00 Mental Illness Board 101-445-422

$500.00 Register of Deeds 250-163-424

$13,000.00 Rural Access Infrastructure 295-311-426

Commissioner Sass seconded the motion that the TRANSFER be adopted. Upon roll call, the following Commissioners

Those voted aye: Sass, Hass, Gjerde, Schlagel and Knock. Those voting nay: None. Motion carried.

Dated this 28th day of December, 2023.

/s/ Christine Tarbox \_\_\_\_\_\_\_\_\_

Christine Tarbox, Auditor

Clark County, South Dakota

**CLAIMS**: Motion by Schlagel, second by Gjerde to approve the following claims and allow the auditor to issue payment. Voting aye: Sass, Hass, Gjerde, Schlagel and Knock. Motion carried. AUDITOR: Office Peeps- 1099, W-2 133.38, TREASURER: Office Peeps- paper – 54.80, PUBLIC BUILDINGS: Culligan – water 95.25, ESELND Inc – excise tax 8.40, DIRECTOR OF EQUALIZATION: Mary Hurlbut – insurance deductible – 1750.00, AMBULANCE: AAA Collections – collection 15.00, Inovalon Provider – all payer claims 82.46, EXTENSION: Office Peeps – copy machine rent 59.94, SDSU Extension – letterhead 57.16, WEED: Menards – winch kit – 203.38, ROAD & BRIDGE: Agwrx Coop – fuel -9893.20, Beld Tree Service -tree trimming – 8437.50, Randy Brownlee – gravel crushing 345,116.23, Butler Machinery – parts 354.62, Clark CO Register of Deeds -easements 60.00, I-State Truck Center – parts – 364.82, Interstate Batteries – batteries 579.80, Steven LaFortune – ins deductible reimbursement – 1750.00, Office Peeps – supplies 10.78, R.D. Offutt Co – outside repair – 5583.54, SD Dept of Transportation – bridge inspection 877.16, Transourse- 2024 Mack truck – 153,500.00, WW Tire Service – tires 12,653.46, Ted Warkenthien – gravel royalties 7431.32, Wheelco – parts 2089.65. TOTAL: 551,161.85.

**EXECUTIVE SESSION**: Motion by Sass, second by Schlagel to enter into executive session at 9:38 a.m. as per SDCL 1-25-2 (1) to discuss personnel issues. Also present Auditor Tarbox. Voting aye: Sass. Hass, Gjerde, Schlagel and Knock. Motion carried. Chairman declared out of executive session at 10:43 a.m.

**ADJOURN**:  Motion by Schlagel, second by Sass to adjourn at 10:44 a.m. until next regular meeting Tuesday, January 2, 2024 at 8:00 a.m. All voting aye. Motion carried.

ATTEST:

(SEAL)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                              
Christine Tarbox Wallace Knock, Chairman

Clark County Auditor Clark County Board of Commissioners

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