CLARK COUNTY COMMISSIONER PROCEEDINGS  
   June 6, 2024

The Clark County Commissioners met in regular session on Thursday, June 6, 2024 in the Commissioner Room of the Clark County Courthouse. Chairman Sass called the meeting to order. Present in the courthouse Wallace Knock, Francis Hass, Sara Gjerde, Terry Schlagel and Chris Sass. Also present Auditor Tarbox.

**COMMUNITY COMMENTS**: None.

**AGENDA**: Motion by Gjerde, second by Hass to approve agenda of June 6, 2024 All voting aye. Motion carried.

**MINUTES:**  Motion by Schlagel, second by Knock to approve the minutes of the regular meeting May 21, 2024. All voting aye. Motion carried.

**HEARING**: At 8:00 a.m. the time specified public hearing was held for the Clark County Riders for a temporary malt beverage/Liquor license for event at the Clark County Fairgrounds on June 28, 2024. No one appeared. Motion by Hass, second by Knock to approve temporary on-sale malt beverage and liquor license available from Friday, June 28, 2024 at 4:00 p.m. to Saturday, June 29, 2024 at 2:00 a.m. All voting aye. Motion carried.

**FUEL QUOTES**: The following fuel quotes were presented to the board. Diesel #2: Agwrx, No bid, Clark Community Oil- 2.61, Vollan Oil – 2.56, Farstad Oil -2.5067. The County accepted the low bid and all bids are on file in the Auditor's office.

**FUEL QUOTES**: The following fuel quotes were presented to the board. Diesel #2: Agwrx, $2.69, Clark Community Oil- No bid, Vollan Oil – 2.599. The County accepted the low bid and all bids are on file in the Auditor's office.

**HIGHWAY**: Motion by Knock, second by Schlagel to approve contractor’s application for payment in the amount of $693,280.32. All voting aye. Motion carried.

**COMPROMISE LIEN**: Mark Boomsma met with the board via telephone requesting compromise on a lien. No action taken.

**AIRPORT:** Corey Helms, Brook Edgar and Mike Schmit with Helm’s and Associates met with the board via teleconference to present Bid for Airport Fueling System. The County received one bid from Sentry LLC. Bid Schedule A -Site work bid is $90,494.91, Bid Schedule B, AvGas Fuel System -site work bid is $385,555.35, total bid: $476,050.26. Helms and Associates presented Engineer’s Recommendation of Award for the above referenced project. Motion by Knock, second by Schlagel to approve the bid of Sentry, LLC of Watertown SD. All voting aye. Motion carried.

**AIRPORT**: Motion by Hass, second by Gjerde to give authorization to the Chairman to sign all documents related to the AvGas Fuel System. All voting aye. Motion carried.

**RESOLUTION 15-24**: Motion by Schlagel, second by Hass to approve Resolution 15-24 which is Buffalo Ridge Second Addition Plat. All voting aye. Motion carried.

**RESOLUTION 15-24**

“BE IT RESOLVED by the Board of County Commissioners of Clark County, South Dakota, that the plat entitled**: “Buffalo Ride Second Addition located in Northeast Quarter of Section 15, Township 116 North, Range 57 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, that 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.

Dated this 6th day of June, 2024.

/s/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman, Board of County Commissioners

Clark County, South Dakota

ATTEST:

/s/ Christine Tarbox\_\_\_\_\_\_\_\_\_\_\_\_\_  
County Auditor

Clark County, South Dakota

**RESOLUTION 16-24:** Motion by Knock, second by Sass to approve Resolution 16-24 that approves Genesis Trail- Cemetery Plat. All voting aye. Motion carried.

**RESOLUTION 16-24**

“BE IT RESOLVED by the Board of County Commissioners of Clark County, South Dakota, that the plat entitled**: “Genesis Trails N3547E Cemetery located in the Northeast Quarter of section 15, Township 116 North, Range 57 West of the 5th P.M., in Clark County, South Dakota,“ w**hich 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.

Dated this 6th day of June, 2024.

/s/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman, Board of County Commissioners

Clark County, South Dakota

ATTEST:

/s/ Christine Tarbox\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
County Auditor

Clark County, South Dakota

**BOARD OF ADJUSTMENT**: Motion by Gjerde, second by Knock to recess as the County Commission and convene as the Board of Adjustment. All voting aye. Motion carried.

Chairman Sass called the Board of Adjustment meeting to order. He informed the public that the meeting is being conducted via teleconference and Luke Muller is serving as staff and parliamentarian support. Luke is present via teleconference today. Next item on the agenda is items to be added to the Agenda by Board members or staff. There were none. Chairman Sass then extended an invitation to citizens to schedule time on the Board of Adjustment agenda. There were none. Chairman Sass then asked in any board members had 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. The board then proceeded.

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

**VARIANCE**: The next agenda item includes a request by Roy Townsend for a Variance request to move in a 1994 Type II Manufactured Home on his property described as Lot 5 and 6, Block 5 of the Original Plat of Carpenter Village, Clark County, South Dakota. Motion by Hass, second by Knock to approve the variance. Luke Muller gave report regarding the request. He informed the board the lot and proposed location would meet requirements of the Town District. Luke informed the board that the applicant has provided signatures of consent of Township representatives, as of this report, at least two adjoining landowners needed to submit consent. Luke discussed the ordinance and comprehensive land use plan regarding this request. Chairman Sass opened the hearing for further public testimony. Mr. Townsend spoke regarding the variance. There was no further testimony and the public hearing was closed. Board questions were addressed. Luke read the findings of fact relating to the variance. Luke then restated the motion: The motion is to approve the variance to allow a 1994 manufactured home pursuant to the requirements to obtain a variance to the maximum age of manufactured homes. Contingent upon Mr. Townsend providing the signatures of the two remaining adjoining land owners. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

The next agenda item is a 48’ Front yard variance request from Thomas Lamb for 45’ side and rear yard variances. Since these requests are related for the proposed building one motion will approve both variances. Motion by Gjerde, second by Knock to approve the variance. Luke gave report regarding this request. He informed the board the property is described as: the South 457 Feet of the West 425 Feet of the Northwest Quarter of the Southwest Quarter and the North 108 Feet of the West 425 Feet of the Southwest Quarter of the Southwest Quarter, of Section 3, Township 114 North, Range 56, West of the 5th P.M. (Pleasant Township), Clark County, South Dakota. Luke gave report on the request including specifics of the property request and Land use plan regarding this request. Chairman Sass opened the public hearing. Mr. Lamb spoke on his own behalf explaining why the location was most advantageous for his property. Chairman Sass opened for further public testimony. There was none and the public hearing was closed. Board questions were answered. Motion by Schlagel, second by Gjerde to amend the request to grant a 35’ variance to the (south) side yard setback and that portion of the (east) rear yard setback adjacent to property described as SW1/4SW1/4 Less.5 AC RD & LESS N108’ of W425’ (1.05 AC) 3-114-56 (owned by Trav Bratland). This variance will allow a setback of 15’ on the south and east from the sidewall of the structure, and will allow up to two additional feet of “overhang”. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried. Luke asked the questions for finding of fact relating to the variances and restated the motion. The motion is to approve the setback for side and rear yard as amended. Voting aye: Knock, Hass, Gjerde, Schlagel, Sass. Motion carried.

**ADJOURN**: Motion by Hass, second by Schlagel to adjourn from Board of Adjustment and continue with County Commissioner agenda. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried

**COUNTY ROAD 17**: (Carpenter Road) Troy Nelson with IMEG updated the board on progress on County Road 17. He informed the board as of today all of the culverts should be replaced and two additional culverts were discovered and replaced. The work is progressing and he felt the project was close to the schedule.

**AMBULANCE**: Motion by Gjerde, second by Knock to continue probation an additional three months for AA Sivertson and leave salary at current rate. All voting aye. Motion carried.

TREASURER: Motion by Hass, second by Schlagel to increase Treasurer Reis pay to the base pay of former Treasurer. Pay will increase to $50,720.52 as per her one year of service as Clark County Treasurer. All voting aye. Motion carried.

**911 CONTRACT**: Motion by Knock, second by Schlagel to approve amended 911 contract between City of Watertown and Clark County. As of July 1, 2024 911 surcharge will increase from $1.25 to $2.00 per line within the County. All funds will continue to be paid to City of Watertown. All voting aye. Motion carried.

**EXECUTIVE SESSION**: Motion by Knock, second by Schlagel to enter into executive session at 11:00 a.m. as per SDCL1-25-2 (1) for personnel issue. All voting aye. Motion carried. Chairman declared out at 12:08 p.m.

**AMBULANCE**: Motion by Hass, second by Knock to change fee schedule to increase teaching CPR fee from $50.00 to $60.00 effective July 1, 2024. All voting aye. Motion carried.

**AMBULANCE**: Motion by Schlagel, second by Sass to approve Sara McHenry as CPR trainer for Clark County ambulance personnel. All voting aye. Motion carried.

**AMBULANCE**: AA Sivertson had no quotes for a copy machine but informed the board he had found one on Amazon for $369.99. Motion by Hass, second by Schlagel to approve the purchase. All voting aye. Motion carried.

**AMBULANCE**: Motion by Gjerde, second by Knock to approve Angie Werdel as EMT and Jamie Gloe as EVOC driver for Station I, Clark. All voting aye. Motion carried.

**ACH**: Motion by Schlagel, second by Knock to allow staff to obtain required paperwork to issue Civil and School checks via ACH. Appropriate paperwork will be obtained and staff will work with Dacotah Bank to get the process in place. All voting aye. Motion carried.

**REPLACE LOST CHECK:** Motion by Schlagel, second by Knock to replace a check, lost in the mail, for Craig Burchatz in the amount of $11.02. All voting aye. Motion carried.

**ITC-PHONE SYSTEM**: Motion by Knock, second by Hass to approve ITC proposal to install phones and equipment to upgrade with ITC Hosted Voice services. All voting aye. Motion carried.

**CANVASS**: The board Canvassed the 2024 Primary Election results. The board then drew precincts that would be used for the Post Election Audit. Precinct #1 with 44 voters, Precinct #2 had 30 voters and Precinct #9 had 50 voters. All three precincts total 124 ballots which meets the minimum of 100 ballots to be hand counted at the Post Election Audit. The Democratic Presidential race will automatically be hand counted and the other race drawn for counting was the State Representative race from Legislative District #4. The Post Election Audit will take place at the Clark County Courthouse on Thursday, June 20th, 2024 at 1:00 p.m.

**CLAIMS**: Motion by Schlagel, second by Hass to approve the following claims and allow the auditor to issue payments for same. All voting aye. Motion carried. GENERAL FUND:

Clark County Riders -flow thru funds - $5000.00, COMMISSIONERS: Clark Co Courier – proceedings/malt beverage 280.39, US Bank Voyager Flee Systems- fuel 218.36, ELECTIONS: Clark County Courier – voter reg/ballots/test equipment $1115.88, Election Systems and Software – test deck- 375.85, ELECTION: Precinct poll workers and polling place rent - $8700.77, JUDICIAL SYSTEM: Craig Burchatz-replace lost check/juror fees 11.02, AUDITOR: Connecting Point – off site BU 179.50, Governors Inn-lodging 77.00, ITC-service – 115.14, Chris Tarbox -20.00, US Postmaster – 47.00, TREASURER: Governors Inn- lodging 77.00, ITC-service -53.35, US Postmaster - box rent 94.00, STATES ATTORNEY: Cole Paper- 126.63, Department of Health - blood draw 40.00, Thomson Reuters – online software subscription – 493.11, US Postmaster - box rent 62.67, COURT: Austin, Strait Benson and Thole – court appt atty 1681.00, PUBLIC BUILDINGS: Cagley Smith Legion Post – flag 30.00, Clark Ace Hardware – supplies 218.12, Clark Community Oil – gas 11.02, Cole Paper -supplies 337.16, Culligan – water 126.74, Dakota Data Shred-shredder fees 75.49, ITC-service 79.90, Star Laundry – laundry 49.96, DIRECTOR OF EQUALIZATION: ITC- service -70.91, SDAAO-registration assessor school -500.00, US Postmaster – box rent -94.00, REGISTER OF DEEDS: Great American Financial -copy machine rent 94.48, ITC-service – 89.84, Office Peeps- toner 119.00, US Postmaster – box rent/stamps – 459.00, VETERANS OFFICER: ITC-service 52.66, SHERIFF: AT&T Mobility – phone service 256.86, Clark Ace Hardware -supplies 13.99, Clark County Treasurer – license/title-Tahoe 26.70, Clark Community Oil – fuel 1235.45,ITC-service 200.01, Sharp Automotive -wheel alignment – 107.04, US Postmaster – box rent 62.67, US Bank Voyager Fleet – fuel 427.48, WW Tire- flat repair/mount tires 196.60, AIRPORT: Clark Co Courier – fuel systems upgrade 127.89, Clark Rural Water System – water 35.00, Helm’s & Associates – airport fuel system 7449.48, AMBULANCE: AT&T Mobility – phone service 223.61, Clark Ace Hardware -supplies 151.12, Clark Co Treasurer – title/registration/amb 26.70, Clark Community Oil – fuel 269.32, Colleen Hohm – teach CPR -50.00, Inovalon Provider – claims management 82.46, ITC-service 131.50, US Bank Voyager Fleet System-fuel 241.30, Angela Werdel- EMT tuition reimbursement 603.32, MENTAL ILLNESS BOARD: Lincoln Co Auditor – services 462.17, EXTENSION: Great American Financial Services-copy machine rent 184.78, ITC-service 121.71, Star Laundry – rugs 30.40, US Postmaster/postage/box rent 413.00, WEED: Agrasyst-herbicides 2995.00, Clark Ace Hardware-supplies 31.99, Clark Community Oil -fuel 279.74, ITC-service 107.57, Midway Service/Vollan Oil – fuel 2376.00, PLANNING & ZONIING: Clark Co Courier- variance requests 98.59, ROAD & BRIDGE: 212 Truck & Trailer Repair-outside repair 395.55, Asphalt Paving -hot mix 694,601.52, AT&T Mobility – phone service 53.54, Capital One Trade Credit-hardware 40.07,Clark Ace Hardware – parts/supplies 216.10, Clark Co Courier – help wanted ad 280.75, Clark Community Oil – propane -18.00, General Equipment & Supplies -outside repair 2570.11, Geotek Engineering -CR 17 -1608.00, Glacial Lakes Radiator-parts 230.00, Grainger -clothing 58.14, Interstate Batteries – batteries 98.90, ITC-service 117.50, Kibble Equipment -tractor repair 5015.93, Northwestern Energy – utilities 44.55, Oscar’s Machine Shop – parts/labor 891.48, RD Offutt Co – parts 780.08, RC First Aid -supplies 23.00, SD Public Assurance -ins 565.03, Sioux Rural Water System-water 55.00, Star Laundry – laundry -60.02, Transource -parts -159.89, US Postmaster - box rent- 47.00, WW Tire Services -tires 888.16, Westside Implement – parts 737.95, 911 SERVICE: ITC-service 145.23, CIVIL DEFENSE: AT&T Mobility – phone service 45.38, Clark Co Courier – pre-disaster meeting notice 11.53, ITC-service 50.40, Motorola Solutions -repeaters 22,304.00, US Postmaster -box rent -62.66, US Bank Voyager – fuel- 56.50, REGISTER OF DEEDS: Connecting Point – trend micro on workstation 186.25, Microfilm Imaging -cord 23.00, ROAD & BRIDGE: Richland Township – remove/replace culverts 12,470.29, M&P Relief Flow Thru: SDACOO- fee $156.00. TOTAL: $776,563.05.

**PAYROLL**: COMMISSIONERS: 10,990.13, AUDITOR: 4472.14, TREASURER: 5602.60, STATES ATTORNEY: 4128.31, PUBLIC BUILDINGS: 2253.39, DIRECTOR OF EQUALIZATION: 5168.52, REGISTER OF DEEDS: 3932.49, VETERANS OFFICER: 425.51, SHERIFF: 9338.35, POOR: 527.75, AMBULANCE: 22,426.10, EXTENSION: 250.29, WEED: 3,487.15 PLANNING & ZONING: 355.53, ROAD & BRIDGE: 36,666.79, EMERGENCY & DISASTER: 1197.50. TOTAL: $111,222.55.

**ADJOURN**:  Motion by Schlagel, second by Hass to adjourn at 1:26 p.m. until next regular meeting Tuesday, June 18, 2024 at 8:00 a.m. All voting aye. Motion carried.

ATTEST:

(SEAL)

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Christine Tarbox Chris Sass, Chairman

Clark County Auditor Clark County Board of Commissioners

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