CLARK COUNTY COMMISSIONER PROCEEDINGS

May 21, 2024

The Clark County Commissioners met in regular session on Tuesday, May 21, 2024 in the Commissioner Room of the Clark County Courthouse. Chairman Sass called the meeting to order at 8:00 a.m. with the following Commissioners present at the Courthouse: Francis Hass, Sara Gjerde, Terry Schlagel, Wallace Knock and Chris Sass. Auditor Tarbox also present.

**COMMUNITY COMMENT**: None.

**AGENDA:** Motion by Knock, second by Hass to approve the May 21, 2024 agenda. All voting aye. Motion carried.

**MINUTES**: Motion by Schlagel, second by Hass to approve the minutes of the regular meeting of May 7 2024 regular meeting. All voting aye. Motion carried.

**EXTENSION**: Extension Educator McGraw informed the board that she has chosen Stephanie for the seasonal position within the extension office. Motion by Schlagel, second by Knock to approve the new hire. All voting aye. Motion carried.

**COUNTY ROAD 17**: Toby Morris met with the board via zoom to discuss payment schedule for County Road 17 (Carpenter Road). Motion by Knock, second by Hass to approve Municipal Advisor Agreement between Colliers Securities and Clark County for work associated with County Road #17. All voting aye. Motion carried.

**BOARD OF ADJUSTMENT**: Motion by Gjerde, second by Schlagel 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 Gjerde, second by Knock to approve the Board of Adjustment agenda. All voting aye. Motion carried.

**CONDITIONAL USE**: The next agenda item includes a request by Border States Paving for a conditional use to operate a temporary asphalt mixing plant in an existing gravel pit. Motion by Schlagel, second by Knock to approve the conditional use. Luke Muller gave report regarding the request. He informed the board the property is the North Half of the Southeast Quarter, of Section 26, Township 118 North, Range 56 West of the 5th P.M. (Maydell Township), Clark County, South Dakota, property owned by Rosscohorn LLP by Steve Horning. The applicant seeks to operate an asphalt mixing plant during the construction of US Highway 212. Luke discussed the specifics of the request and land use plan regarding this request. Chairman Sass opened the public hearing on this application. Steve Horning owner of the property and Brandi Doll representative with Border States Paving spoke to the board. Chairman Sass opened the hearing for further public testimony, there was none and the public hearing was closed. Board questions were addressed. Luke read the findings of fact relating to the conditional use. Luke then restated the motion: The motion is to approve the conditional use permit to temporarily operate an asphalt mixing plant on the above listed property. There was no further board discussion. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

The next agenda item is a 48’ Front yard variance request from Robert Brown. Motion by Knock, second by Hass to approve the variance. Luke gave report regarding this request. He informed the board the property is described as: the North Half of the Northwest Quarter, of section 34, Township 119 North, Range 57 West of the 5th P.M. (Cottonwood Township), Clark County, South Dakota. Mr. Brown is requesting a fifty-eight (58) foot variance to construct a structure 42’ from the 159th Street right-of-way. Chairman Sass opened the public hearing. Mr. Brown spoke on his own behalf explaining the close proximity would have minimal impacts on managing the farm and wildlife. The public hearing was then opened for further public testimony. There was none 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 58’ variance to allow the applicant to construct structures 42’ from the 159th Street right-of-way. Voting aye: Knock, Hass, Schlagel, Sass. Voting nay: Gjerde. Motion carried.

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

**CCR**: Motion by Schlagel, second by Gjerde to approve request from Clark County Riders to apply for an on-sale liquor and on-sale malt beverage license for event at the fairgrounds on June 28, 2024. All voting aye. Motion carried. Hearing for this application will be held on June 6, 2024 at 8:00 a.m.

**OPERATING TRANSFER**: Motion by Schlagel, second by Sass to do operating transfer to Emergency Management fund in the amount of $31,104.00. All voting aye. Motion carried.

**AMBULANCE**: Motion by Knock, second by Hass to approve Victor Vandemark as EMT for Station I, Clark. All voting aye. Motion carried.

**ADMINISTRATIVE LEAVE**: Auditor Tarbox informed the board that Governor Noem has declared July 5, 2024 as administrative leave. The Courthouse will be closed July 4 and July 5, 2024.

**AUDITOR**: Motion by Hass, second by Schlagel to approve a new computer for Auditor office. Equipment will be purchased from Connecting Point, purchase price is $1712.20. All voting aye. Motion carried.

**FAIRGROUNDS**: Motion by Knock, second by Sass to accept funds from Clark Foundation on behalf of Clark County Riders to assist in covering the cost of the electrical hookups at the Fairgrounds. All voting aye. Motion carried.

**CLAIMS**: Motion by Schlagel, second by Gjerde to approve the following claims and allow Auditor to issue payment. All voting aye. Motion carried, COMMISSIONER: SDPAA- liability coverage 1438.08, ELECTIONS: Election Systems and Software -tabulator/ballot faces 1562.02, JUDICIAL: SD Investigative Services – private investigator 1011.75, AUDITOR: Cardmember Service-cartridge 39.89, Connecting Point – offsite backup/trend micro – 179.50, Office Peeps – paper 109.60, SDPAA-liability coverage 1136.35, TREASURER: Carrie Reis-meal/spring conference 20.00, SDACO- registration fee/deputy workshop – 100.00, SDPAA-coverage 1070.14, STATES ATTORNEY: Department of Health – blood draw- 30.00, Prairie Lakes Hospital – blood draw 170.00, SDPAA – coverage 897.21, COURT SYSTEM: Bratland Law-court appt atty – 1583.60, Green, Roby, Oviatt Cummings – crt appt atty – 1039.00, PUBLIC BUILDINGS: City of Clark – water 119.80, Northwestern Energy-utilities 1179.22, SDPAA- liability coverage – 12,951.79, DIRECTOR OF EQUALIZATION: SDPAA-liability coverage – 1193.51, REGISTER OF DEEDS: Legal pads 27.56, SDPAA- liability coverage 763.86, VETERANS OFFICE: SDPAA-liability coverage – 80.65, SHERIFF: Clark Co Treasurer – postage 22.00, SDPAA-liability coverage 8078.73, PRISONER CARE: Beadle County Sheriff Office-prisoner care 5415.00, Codington CO Auditor – prisoner care 1040.00, AIRPORT: Northwestern Energy – utilities 238.42, SDPAA – liability coverage 2929.10, NURSE: SDPAA-liability coverage 39.10, AMBULANCE: AAA Collections-collection fee 12.50, Arrow Manufacturing – 2023 Ford Ambulance – 311,400.00, Cardmember Service – supplies 85.98, City of Clark -water 89.30, Northwestern Energy – utilities 489.35, PCC Ambulance Billing Service – billing fees 1306.27, SDPAA- coverage 12,730.04, Two Way Solutions-battery/charger 125.98, MENTAL ILLNESS BOARD: Avera McKennan Hospital -psych 790.00, EXTENSION: Clark Co Treasurer – postage 106.00, SDPAA-coverage 546.67, WEED: City of Clark – water 83.20, Northwestern Energy -utilities 183.97, SDPAA-liability coverage 4874.70, Sturdevant’s Auto Value Clark – supplies 412.27, ROAD & BRIDGE: Asphalt & Paving – hot mix – 1804.68, Cardmember Service – first aid kits 83.64, City of Clark – water 101.50, Clark Co Treasurer – postage 10.75, Kibble Equipment, LLC – equipment rental – 13,500.00, Northwestern Energy – utilities – 1089.92, Office Peeps – office supplies 34.38, SDACC – registration/workshop 100.00, SDPAA – liability ins. 46,299.50, 911 SERVICE FUND: City of Watertown – 911 surcharge 3149.08, CIVIL DEFENSE: Office Peeps – paper 54.81, SDPAA – coverage 756.72. TOTAL: 444,687.09.

**PYROLL**: AUDITOR: 5655.27, TREASURER 5429.59, STATES ATTORNEY: 4631.08, COURTHOUSE: 2898.77, DIRECTOR OF EQUALIZATION: 5704.85, REGISTER OF DEEDS: 3600.13, VETERAN SERVICE OFFICE: 425.51, SHERIFF: 9,852.84, AMBULANCE: 13,386.20, WEED: 4373.51, ROAD & BRIDGE: 45,428.46, EMERGENCY & DISASTER: 1118.13. TOTAL: 102,504.34.

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

AUDITOR’S MONTHLY SETTLEMENT WITH THE TREASURER  
Cash on hand……….………………….., ……………….. 3,897,650.80

Money Market…………………………..………………… 10,389,969.97

CD’s…………..…………………………………………… 800,000.00  
Checking Account…………….………………………… 646,896.87 TOTAL:……………..……………… …..……………… 15,734,517.64

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

$9,805,154.33, Road & Bridge: $1,220,214.49, 911 Service Fund: 69,517.34, ED: **(-)** 1,465.94, Domestic Abuse: 212.50, 24/7 -- $18,964.44, ROD Mod/Pres: $8,603.55, Rural Access Infrastructure fund: 301,782.67. County TIF: 397,005.83, **Trust & Agency Funds $3,914,528.43 which are funds returned to schools, towns, townships and special districts.** TOTAL: $15,734,517.64.

**ROD Fees**: February recording fees 2550.00, Transfer fees: 2945.00, Births: 40.00, Deaths: 195.00, Marriages – 15.00, Copy money: 67.00, Misc, 296.00. TOTAL: 6108.00. Ambulance: 10,088.95. Sheriff: Mileage- $51.92, Civil fees $250.00.

**ADJOURN**:  Motion by Schlagel, second by Hass to adjourn at 11:10 a.m. until next regular meeting Thursday, June 6, 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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