CLARK COUNTY COMMISSIONER PROCEEDINGS

The Clark County Commissioners met in regular session on Monday, December 30, 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: Chris Sass, Wallace Knock, Francis Hass, and Terry Schlagel. Present via zoom Sara Gjerde. Auditor Tarbox also present.

**AGENDA**: Motion by Knock, second by Hass to approve the agenda for December 30, 2024. Voting aye; Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

**MINUTES**: Motion by Schlagel, second by Gjerde to approve the minutes of the December 17, 2024 meeting. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

**HIGHWAY:**  HS Eggleston informed the board that IMEG has submitted a change order requesting additional reimbursement for engineering fees for County Road #17 in the amount of $22,769.89. Motion by Knock, second by Hass to approve IMEG request for additional payment for services provided. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

**TRANSPORT FUEL QUOTES**: The following fuel quotes were presented to the board. Blended Diesel: Agwrx – No bid. Clark Community Oil – No bid. Vollan Oil – 2.415, Farstad Oil – 2.373. The board accepted the low quote and all quotes are on file in the Auditor’s office at the Courthouse.

**OPERATING TRANSFER**: Motion by Schlagel, second by Gjerde to approve operating transfer to Road and Bridge account from County General in the amount of $1,000,000.00. All voting aye. Motion carried.

**AMBULANCE**: Motion by Schlagel, second by Hass to approve quote from Boss Construction to repair ambulance building roof. Cost will be $15,409.29 and work will be completed when weather allows. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

**CONTINGENCY TRANSFER 1-24**: Motion by Knock, second by Sass to approve contingency transfer 1-24 in the amount of $124,500.00. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

CONTINGENCY TRANSFER 1-24

Commissioner Knock 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 2024 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 $124,200.00.

be transferred from the Contingency appropriation to the following:

$57,500.00 Commissioner 101-111-422

$2,800.00 Elections 101-120-426

$10,400.00 Court System 101-153-422

$27,500.00 Prisoner Care 101-212-429

$5,750.00 911 Service 207-225-422

$20,250.00 Emergency & Disaster 226-222-426.20

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

Those voted aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

Those voting nay: None.

Dated this 30th day of December, 2024.

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

Christine Tarbox, Auditor

Clark County, South Dakota

**WEED**: Motion by Hass, second by Schlagel to allow WS Jenkins to declare a Baker Forklift and set February 18, 2025, at 8:30 a.m. as date for surplus items to be sold. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

**EXECUTIVE SESSION:** Motion by Knock, second by Gjerde to enter into executive session at 8:48 a.m. according to SDCL 1-25-2 (1) for personnel matters. All voting aye. Motion carried. Chairman declared out at 9:17 a.m.

**RESOLUTION 27-24**: It was moved by Knock, second by Schlagel to approve Resolution 27-24, Clark County Salary schedule for 2025. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. Motion carried.

RESOLUTION\_27-25

2025 SALARY SCHEDULE

Commissioner Knock presented the following resolution and moved for its adoption. Second by Commissioner Schlagel. Voting aye: Knock, Hass, Gjerde, Schlagel and Sass. 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, 2025. This resolution, when adopted, will nullify all previous wage scales.

**SALARY SCHEDULE --------------January 2025**

3% Increase for Grade I, Grade II, Grade III, Highway Employees. All other positions 2% increase. This increase will be effective January 3, 2025 and reflected in the January 20, 2025 payroll.

COMMISSIONERS…………………………………Salary /mo…………690.84

Terry Schlagel, Francis Hass,

Chris Sass, Wallace Knock, Sara Gjerde

REGISTER OF DEEDS: Andrea Helkenn ……….. …….. Salary/mo 4405.75

TREASURER: Carrie Reis ……….................................. Salary/mo 4311.25

AUDITOR: Chris Tarbox ………………………………….Salary/mo 4629.84

STATES ATTORNEY: Chad Fjelland…………………………Salary/mo 4113.59

Lisa Clausen ………………………….. Pay/mo 1691.74

SHERIFF: Sheriff – Tad Heaton ……………………………….Salary/mo 5623.33

Deputy – Lindsay Stiefel ……………..…………….Salary/mo 4062.25

BLOOD DRAW: …………………………………………….. Salary/ draw 119.30

Louann Streff, Gayle Wookey

DIRECTOR OF EQUALIZATION – …Jarvis Reidburn…… Salary/mo 4262.17

PLANNING & ZONING: …………Jarvis Reidburn Salary/mo 350.00

HIGHWAY SUPERINTENDENT – Ryan Eggleston…..……..Salary/mo 5338.17 Secretary – LeAnn Johnson….... …………………… Salary/mo 2706.78

CUSTODIAN: Jimmie Marx………………………………………Salary/mo 3854.34

CORONER: Louann Streff……………………………………..Salary/ call 178.94

Deputy Coroner:… ……………………………………………Salary/call 178.94

Gayle Wookey, Lisa Lee

VETERANS SERVICE OFFICER – Darin Lewis –………… Salary/mo 806.34

WELFARE DIRECTOR- Christine Tarbox………………….. Salary/mo 477.17

EMERGENCY MANAGER…David Lewis………………….. Salary/hr 22.81

AMBULANCE ADMINISTRATOR – ………

Ambulance Administrator – Wade Hoefert ………….. Salary/mo 4675.42 Ambulance staff…-EMT . …………….…..………… Salary/12 hr shift 128.07

Ambulance staff…………….…………………………. Salary/24 hr shift 256.14

John Birnell

Paramedic – Bob Koistinen…………………………….Salary/24 hr shift 314.88

Paramedic -…………………………………………….. Salary/12 hr shift 157.44

EVOC Drivers…………………………………………..Salary/24 hr call 91.80

EVOC Drivers…………………………………………..Salary/run 61.20

After 3 hours…………………………………………… $10.20 per hour

Willow Lake Ambulance………………………………. Salary $306.00/per run

(split between the crew)

Cody Forbes –Station II maintenance ……………………..114.71 per month

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

pay per run

Weekend Pay for ambulance employees…………………………... EMT $32.13/run

Weekend defined as: 5:00 a.m., Friday to 5:00 a.m. Monday ………EVOC $26.78/run

Training per run up to 5 runs ……………………………………………$61.20/run

Second Rig required……………………………………………….$127.50/run/per person

After 3 hours for second rig……………………………………… $10.20/hr

Medical Director of Ambulance...Louann Streff……………………….$155.06/ month

DEPUTIES TO AUDITOR, TREASURER, DIRECTOR OF EQUALIZATION,

AND REGISTER OF DEEDS,

Carol Warkenthien, Mary Hurlbut

Angie Graves, ……….……………………………………….Pay/mo 3172.00

Luvetta Nickels-Wicks………………………………….. Salary/hr 19.14

4-H Youth Advisor Secretary/ Weed Secretary

…………………………….……….…… Salary/hr

PART TIME EMPLOYEES…………………………………… Salary/hr 12.04

WEED SUPERVISOR – … …………………… Salary/month 3969.47

(58% of time weed from April 1 – October 31) (7 months) 23.04/hr

Additional help - (from May 1 – October 31) 22.15/hr

Part time weed sprayers………………………………………19.14/hr

WEED BOARD:……………………………………………… Salary/mtg 21.42

HIGHWAY DEPARTMENT EMPLOYEES:

Labor Grade Wage rate/hr

Grade No 1 - Dennis Herman……………. 23.80

Grade No 2 –Roger Mitchell………………………..… 23.59

Grade No 2 Asst – ………….…………………………. 22.97

Grade No 3 …………………………………………… 22.38

Jay Waldow, Todd Fiedler, Steve LaFortune

Brian Jenkins, Brad Furness, Dale Foiles, Dale Jones,

Jimmy Dunbar, James Caulfield, David Borns,

Andrew Carpenter and Ronald Gubin, Jr.

HIGHWAY DEPARTMENT PART-TIME EMPLOYEES:  
 (Based on Experience)  
 ..…………………………………………. 17.28

…………………………………………… 19.33

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/ Chris Sass\_\_\_\_\_\_\_\_\_\_\_\_\_                              
Christine Tarbox  Chris Sass, Chairman

Clark County Auditor Clark County Board of Commissioners

Dated: December 30, 2024\_\_\_\_

**SALARY**: DOE Reidburn met with the board to discuss additional wage for job title of Flood Plane Manager. Motion by Knock, second by Hass to increase Planning and Zoning pay to $350.00 per month effective January 3, 2025, This increase will be for Flood Plane Manger job title and paid with Planning and Zoning wage. Voting aye: Knock, Hass, Sass. Voting nay: Gjerde and Schlagel. Motion carried. This increase will be added to 2025 salary schedule.

**CLAIMS**: Motion by Gjerde, second by Schlagel to approve the following claims and allow Auditor to issue payment. All voting aye. Motion carried. AUDITOR: Connecting Point – offsite backup/trend micro – 179.50, TREASURER: Office Peeps – envelope moistener 6.16, STATES ATTORNEY: Department of Health – blood draw 40.00, Thomson Reuters-West Publishing – online/software subscription – 493.11, REGISTER OF DEEDS: McLeod’s – mort/deed/misc books 721.39, Quill Corp – printer/cartridge/paper – 177.56, SHERIFF: AT&T Mobility – service 259.31, PRISONER CARE: Codington County Auditor – prisoner care – 15,470.00, AIRPORT: Helms & Associates – airport fuel system 1436.04, AMBULANCE: A-Ox Welding Supply – supplies 106.85, AT&T Mobility – service 267.11, Centralsquare Technologies – mobiles PS fee – 851.48, Tony’s Electric -replace exit lights – amb cords 3588.83, EXTENSION: Office Peeps – battery – 13.53, WEED: C&R Fire Suppression – 60 gallons slide in – 1040.00, SD Federal Property – forklift-4250.00, SD Assn of Co Weed & Pest – dues 75.00, ROAD & BRIDGE: AT&T Mobility – service 54.36, Bierschbach Equipment & Supply – parts 2542.00, Bjerke Brothers, LLC-oversize rock-26,000.00, Clark Building Center – lumber 39.98, Clark Rural Water System – pit run 542.60, Connecting Point – nova backup 149.95, Fleetpride -parts 377.68, I-State Truck Center -parts 225.71, IMEG Consultants Corp – engineer CR 17 – 17,996.16, Interstate Batteries – batteries 325.90, Matheson – welding supplies 174.99, Menards – shop supplies 259.24, Northwestern Energy – utilities 150.53, Office Peeps – supplies 10.32, Parkland USA Corp – fuel 19,216.55, R.D. Offutt Company – repairs 8474.00, R.D. Offutt Company-parts – 4058.26, Shur Co, LLC – parts 37.10, Spencer Quarries – chips 145,690.91, Transource - repair 2497.58, Transwest-Sioux Falls – parts 1519.86, W W Tire Service – tires 3953.00, White Cap LP -blocks -28.704.00, CIVIL DEFENSE: AT&T Mobility -service 46.19, REGISTER OF DEEDS: Microfilm Imaging Systems-software/scanner rent – 942.75. TOTAL: 292,965.49.

**ADJOURN**:  Motion by Hass second by Sass to adjourn at 9:27 a.m. until next regular meeting Tuesday, January 7, 2025 at 8:00 a.m. All voting aye. Motion carried.

ATTEST:

(SEAL)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                              
Christine Tarbox Chris Sass, Chairman

Clark County Auditor Clark County Board of Commissioners

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