

**Perkins County Commission  
Regular Meeting**

**Date: August 8, 2017**

**Present: Commissioners Foster, Henderson, Hopfinger, Schweitzer and Carmichael, Finance Officer Chapman**

**Others present: Shane Penfield, Duane Holtgard, Corina Erickson, Heidi Stevens, Jeanette Kruger, Tracy Hintz, Loyson Carda, Robert Weyrich, Kristen Benidt, Gladys Schell, Linda Borchert**

Call to Order

Chairman Foster called the regular August Commission Meeting to order at 10:00 a.m. at the Perkins County Courthouse.

Flag Salute

The Pledge of Allegiance was recited by those in attendance.

Approval of the Agenda

Hopfinger moved, Carmichael seconded to approve the agenda after the addition of HAVA Grant for the purchase of Election Equipment, motion carried.

Minutes

Schweitzer moved, Henderson seconded to approve the minutes of the July 11<sup>th</sup> Commissioner Meeting, motion carried.

Monthly Reports

- ✓ Finance Officer's Account with the Deputy Finance Officer - To the Honorable Board of County Commissioners Perkins County: I hereby submit the following report of my examination of the cash and cash items in the hands of the Deputy Finance Officer of this County as of July 31, 2017, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$19,436.24, Total amount of actual cash \$200.00; Insured Money Market \$1,902,676.02; Dakota Plains Federal Credit Union membership fee \$10.04; Certificates of Deposit \$500,517.58; Total \$2,422,839.88. The total represents state, county, schools, cities and township funds, which will be transferred to each entity of government after being apportioned.
- ✓ Motor Vehicle fees for the month of July 2017 were reviewed.
- ✓ Register of Deed's fees in the amount of \$2,752.00 were reviewed.
- ✓ Sheriff's fees in the amount of \$769.00 were reviewed.
- ✓ Longevity increase of .10/hour will be realized for the following employees: D Holtgard 8-1-17; T Buer 8-5-17; C Deibert 8-18-17; M Chandler 8-25-17 and J Olson, 8-27-17.

Resolution 2017-8 Plat Resolution

Henderson moved, Hopfinger seconded to introduce and approve Resolution 2017-8 Plat of Lots 1-8 of the Shadehill Subdivision 1 to Perkins County, roll call vote: Henderson aye, Hopfinger aye, Schweitzer aye, Carmichael aye, Foster aye, motion carried.

**Resolution 2017-8  
Plat of Lots 1-8 of the  
Shadehill Subdivision 1 To Perkins County  
Located in NW1/4NW1/4 of Section 20  
Township 21 North, Range 16 East of the B.H.M.**

*Be it resolved by the County Commission of Perkins County, South Dakota that the Plat of Lots 1-8 of the Shadehill Subdivision 1 to Perkins County, South Dakota as located in NW1/4NW1/4 of Section 20, Township 21, Range 16 East of the B.H.M., Perkins County South Dakota having been examined, is hereby approved in accordance with the provisions of South Dakota Compiled Law, Chapter 11-3, and any amendments thereof.*

Records List for Disposal

Hopfinger moved, Schweitzer seconded to dispose of the office records according to the South Dakota Retention Manual except for the early Treasurer's Cash Books, Treasurer's Daily Cash Books, Daily Balance Books and Tax Deed Documents, motion carried. A letter will be sent to the State Archivist prior to disposal. A complete list is on file in the Finance Office.

Black Hills Council of Local Governments Appointment

Chairman Foster appointed Mike Schweitzer as the Perkins County Representative with Wayne Henderson as proxy to the Black Hills Council of Local Governments.

Civil Disturbance Planning Meeting

August 24<sup>th</sup> is the date of a Civil Disturbance Planning Meeting in Bison.

Highway Superintendent

- ✓ Highway Superintendent Holtgard present his monthly Project & Maintenance Report. The crew continues to try to blade when moisture is received.
- ✓ The new Fuel Pump system has been installed at the County yard.
- ✓ Discussion was held on Perkins County's policy concerning the use of County equipment in the event of fire. In the event there is a need for the highway department and equipment, the Highway Superintendent has the authority to make the arrangements with the Incident Commander.
- ✓ Holtgard presented an agreement for finalizing the paperwork on the SDDOT Sign & Delineation Project. Henderson moved, Carmichael seconded to authorize Chairman Foster as signatory on the SDDOT Sign & Delineation Agreement, motion carried.
- ✓ Holtgard would like to work with Iron Planet on selling the Zipper. He will bring additional information at a future meeting.
- ✓ Discussion was held on allowing Grand Electric to use our semis to complete their CDL training.

Resolution 2017-9

Holtgard requested an updated BIG Grant Resolution for the Cedar Canyon Road Grant application. Hopfinger moved, Schweitzer seconded to approve Resolution 2017-9, roll call vote: Hopfinger aye, Schweitzer aye, Carmichael aye, Henderson aye, Foster aye, motion carried.

**Resolution 2017-9  
Bridge Improvement Grant Program  
Resolution Authorizing Submission of Applications**

*WHEREAS, Perkins County wishes to submit an application/applications for consideration of award for the Bridge Improvement Grant Program:*

*STRUCTURE NUMBER (S) AND LOCATION (S):*

**53—120-537 – Located 12 Miles W and 25.7 Miles South of Bison, SD on Cedar Canyon Road over Mud Creek**

*and WHEREAS, Perkins County certifies that the project(s) are listed in the County's Five-Year County Highway and Bridge Improvement Plan;*

*and WHEREAS, Perkins County agrees to pay the 20% match on the Bridge Improvement Grant funds;*

*and WHEREAS, Perkins County hereby authorizes the Bridge Improvement Grant application and any required funding commitments.*

**NOW THEREFORE BE IT RESOLVED:**

*that the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.*

Weed Board

The Perkins County Weed Board was present to discuss the Perkins County Weed Program. There has been increased participation in the County's program which has put the board over their anticipated expenditures for chemical. Loyson Carda will also be giving up the position of Weed Supervisor in the near future. He will continue to work for the weed board as their secretary.

Corina Erickson Hourly versus Salary

Schweitzer moved, Henderson seconded to change Director of Equalization Corina Erickson to salary effective September 1, 2017 with any unused vacation and comp time being paid out, motion carried.

HAVA Grant for the purchase of Election Equipment

Finance Officer Chapman presented information on the South Dakota Secretary of State Statewide Election Equipment Grant. The SD Secretary of State will purchase three ExpressVotes and three soft sided cases for Perkins County. Perkins County in turn will use County held HAVA funds in the amount of \$27,126.24 and County general funds in the amount of \$2,018.76 to purchase five additional ExpressVotes with soft side cases and two DS200 Precinct Scanners for counting ballots. The grant application must be submitted by August 16<sup>th</sup> and Perkins County's share must be paid by August 31<sup>st</sup> to be eligible for the grant.

Hopfinger moved, Schweitzer seconded to authorize Finance Officer Chapman as signatory on the South Dakota Secretary of State Statewide Election Equipment Grant, motion carried.

#### County Site Analysis

Robert Weyrich and Kristen Benidt were present to review the County Site Analysis Report with those in attendance.

#### Budget

- ✓ Gladys Schell and Linda Borchert were present to request a subsidy of \$2,000 for CAVA. They received \$1000 in 2016 but did not request a subsidy in 2017.
- ✓ Department heads met with the Commission concerning their budgets.
- ✓ The Commission would like to increase by only growth and 1.1 CPI which is due to expire and to publish the budget figures reflecting an estimated 2% wage increase. All subsidy requests were rolled back to the 2017 numbers and added a \$2,000 CAVA subsidy. Carmichael moved, Schweitzer seconded to publish the provisional budget with the changes indicated for the hearing date of September 5, 2017 at 11:00 a.m. in the Perkins County Commissioner Room, motion carried.

#### Senator Thune

The Commission recessed for a short time to visit with Senator Thune who was in Bison for a Town Hall Meeting.

#### Claims

The following claims were presented and approved for payment, July payroll: 95,624.15; IRS, fica, 7,761.70; SD Retirement, retirement, 5,836.66; Delta Dental, insurance, 1,387.86; Medico Life, insurance, 137.52; Wellmark, insurance, 21,661.72; SDPEF, insurance, 99.00; HRA Reimbursements, 1,871.36; A&B Business, supplies, 268.87; A+ Repair, maintenance, 1,004.73; Active Data Systems, maintenance, 900.00; Audra Malcomb Consulting, MH board, 186.97; Avera Queen of Peace, prof fees, 102.00; Bison Courier, publishing, 317.72; Bison Fire Dept, fire premium distribution, 4,651.13; Bison Food, supplies, 76.96; Bison Grain, supplies, 301.20; Bison Implement, repairs/supplies, 646.53; Butler Machinery, repairs, 28.19; CAVA, collections, 215.00; Current Connection, supplies/maintenance, 1,155.75; Dakota Auto Parts, supplies, 2.49; Dakota Feed & Seed, supplies/chemical, 6,058.95; Dakota Herald, publishing, 173.01; Dale's Tire, supplies, 4,118.52; Door Security Products, maintenance, 240.00; EMC, insurance, 295.00; Dewey J Ertz, ED.D, ct evaluation, 1,775.00; Evanson Jensen Funeral Home, burial, 1,525.00; Faith Fire Dept, fire premium distribution, 1,056.24; Lemmon Area Medical, blood testing, 300.00; G&O Paper, supplies, 91.10; Glad Valley Fire Dept, Fire premium distribution, 199.10; Grand Electric, utilities, 1,617.07; Gregorian Inc, repairs, 43.38; Tracy Hintz, travel, 64.00; Karen Paige Hunt, ct appt atty, 1,005.70; John Deere Financial, repairs, 234.48; Kinney Law, PC, ct appt atty, 4,201.39; Jeanette Kruger, travel, 117.61; LACED, subsidy, 12,500.00; Lemmon EMT, mileage, 601.98; Lemmon Fire Dept, fire premium distribution, 6,925.13; Lodgepole Fire Dept, fire premium distribution, 1,334.03; Matheson Tri-Gas, supplies, 61.81; MD Spraying Services, prof fees, 960.00; Midwest Pump & Tank, equipment, 7,224.17; Mud Butte Fire Dept, fire premium distribution, 688.01; Newman Signs, supplies, 1,220.78; Northern Fire & Safety, repairs, 332.66; NW Farm & Home, supplies, 93.99; Shane Penfield, rent, 400.00; Pennington Co States Atty, MH board, 215.00; Perkins Co Conservation, subsidy, 10,500.00; Pharmchem Inc, testing, 50.00; Pollard Law, PC, MH ct appt atty, 241.00; Prairie City Fire Dept, fire premium distribution, 1,018.18; Ralph Fire Dept, fire premium distribution, 248.05; SBM, maintenance, 26.47; The Schneider Corp, GIS fees, 2,160.00; SD Dept of Health, blood testing, 70.00; SD Dept of Public Safety, repairs, 4,680.00; SD Human Services, patient care, 355.14; SDEMA, conf registration, 220.00; Sheehan Mack Sales, repairs, 715.57; Sorum Fire Dept, fire premium distribution, 996.87; Stateline Designs, supplies, 102.50; Town of Bison, utilities, 195.87; US Treasury, tax, 61.20; Melvin Utter, prof fees, 35.00; Vanguard Appraisals, maintenance, 7,565.00; Verizon Wireless, maintenance, 280.07; VISA, travel/faxage, 91.24; West Group, law books, 763.50; WR Telephone, utilities, 1,563.47; Yankton Co Sheriff, MH board, 118.75.

#### Adjournment

Chairman Foster adjourned the meeting at 4:00 p.m. The next regular meeting of the Perkins County Commission will be held on Tuesday, September 5, 2017 at 10:00 a.m. at the Perkins County Courthouse.

ATTEST:

APPROVED:

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Sylvia Chapman, Finance Officer

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Rusty Foster, Chairman