

**Perkins County Commission
Regular Meeting**

Date: March 12, 2019

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

Others Present: Duane Holtgard, William Quinn, Heidi Stevens, Corina Molnar, Tracy Hintz and Katie Helms

Absent: Commissioner Schweitzer

Call to Order

Chairman Carmichael called the regular March Commission Meeting to order at 10:03 a.m.

Approval of the Agenda

Foster moved, Hopfinger seconded to approve the agenda as presented, motion carried.

Minutes

Henderson moved, Hopfinger seconded to approve the minutes of the February 12th meeting as presented, 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 February 28, 2019, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$, Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union: \$101,519.34; Certificates of Deposit \$400,000.00; Total \$. The total represents state, county, schools, cities and township funds, which will be transferred to each entity of government after being apportioned.
- ✓ Sheriff's Fees in the amount of \$626.00 were reviewed.
- ✓ Motor Vehicle fees for the month of February 2019 were reviewed.
- ✓ Register of Deed's fees in the amount of \$2,503.00 were reviewed.
- ✓ Longevity increase of .10/hour will be realized for the following: P Fero 4-1, M Kindsvogel 4-1, Jeff VanVactor 4-8, T Hintz 4-10.
- ✓ The 2018 Annual Report was reviewed.

Correspondence

- ✓ A letter was received from Levi & Mari Beth Paulson making an offer of \$900.00 for Milw Land Co. 1st Addn Blk 30 Lot 4. Foster moved, Henderson seconded to accept the offer of \$900.00 on Milw Land Co 1st Addn Blk 30, Lot 4, motion carried.

ROD Heidi Stevens

- ✓ Register of Deeds Heidi Stevens presented a list of Poor Relief Liens prior to July 1, 1970 that she recommended be released due to being deemed uncollectible and are expired according to SDCL 28-14-20. Henderson moved, Hopfinger seconded to release the Poor Relief Liens as provided by the Perkins County Register of Deeds in the amount of \$340,749.65 (list may be found in the Perkins County Finance Office), motion carried.
- ✓ Foster moved, Henderson seconded to authorize the Register of Deeds to destroy the following records according to the South Dakota Retention Manual as follows: Application for Vital Records from 1/1/2016 to 9/30/2018; Bank Statements from 1/1/2006 to 12/31/2014; Daily Work Assignment Sheets from 1/1/2013 to 12/31/2016; Daily Deposit Tickets and Registers from 1/1/2006 to 12/31/2014; Bank statements from 1/1/2002 to 6/30/2002; Check Registers from 2002 to 2005, motion carried.

Highway Superintendent Holtgard

- ✓ Highway Superintendent Holtgard presented the Monthly Project and Maintenance Report for the month of February. It consisted of snow removal, snow removal and snow removal.
- ✓ Discussion was held on the Right-of-Way Lease agreement with Jo Sander. Her payment was missed and will be issued today.

- ✓ Holtgard would like to have the Commission consider leasing a loader. He will be bringing options to a future meeting.
- ✓ Holtgard presented four options for the repairs of the Foster Bridge Structure Number 56-399-414. He reviewed the options with the Commission. Holtgard recommended going with Option #1. Henderson moved, Foster seconded to accept the 1st proposal on the Structure Number 56-399-414 at a cost of \$172,700.00, and to authorize Chairman Carmichael as signatory on all pertinent paperwork, motion carried.
- ✓ Discussion was held on the secondary road policy for maintenance and snow removal.

WC Coverage

Foster moved, Hopfinger seconded to extend Workman Compensation Coverage to the following volunteers: Bison EMTs, Lemmon EMTs, Lodgepole Fire Department, Meadow Fire Department, Prairie City Fire Department, Perkins County Fair Board, Local Emergency Planning Committee, and the Perkins County Mental Health Board, motion carried.

Lemmon Country Club Liquor License

Foster moved, Henderson seconded to approve the renewal of the Lemmon Country Club Retail On-Sale Liquor License RL-5710, motion carried.

Bison Ambulance Board

Discussion was held on the development of a policy concerning Perkins County Employees serving as voluntary firemen and EMTs. The department heads will get together with Chairman Carmichael and the State's Attorney to develop a policy to be presented for approval to the Commission.

Meeting Dates

- ✓ Foster moved, Hopfinger seconded to set the regular April Commission meeting on Wednesday, April 10, 2019 at 1:00 p.m. at the Perkins County Courthouse, motion carried.
- ✓ Henderson moved Foster seconded to hold the County Board of Equalization meeting on Tuesday, April 9, 2019 at 1:00 p.m. at the Perkins County Courthouse, motion carried.

Johnson Controls

William Quinn from Johnson Controls was present to review the premium contract with Johnson Controls for maintenance of the HVAC system. Foster moved, Henderson seconded to stay with the current maintenance, motion carried.

Abatements

Foster moved, Henderson seconded to grant the following abatements: Lynn & Nicole Storm, Lemmon Original Blk 5 Lot 11 (house only) - \$616.24; Todd & Rownea Gerbracht SSESW, WSWSE 29-16-14 (house only), - 249.34; Brad & Heather Dauwen, Lemmon's 4th Addn Blk 1 E ½ of Lot 11 & all of Lot 12, (house only) \$1,313.66; Housing & Redevelopment Commission for Lemmon, Lemmon's 1st Addn Blk 3 Lots 1, 2 & 3, \$216.23, motion carried.

Director of Equalization

Corina Molnar was present to go over the annual assessment update.

Executive Session

Foster moved, Henderson seconded to go into Executive Session at 12:48 p.m. for legal and personnel issues, motion carried. Chairman Carmichael declared the meeting out of Executive Session at 1:18 p.m.

Public Comment

There were no persons present for public comment.

Claims

The following claims were presented and approved for payment, February payroll: 80,574.95; IRS, fica, 7,949.67; SD Retirement, retirement, 6,433.82; Delta Dental, insurance, 1,387.86; Medico Life, insurance, 123.12; Wellmark, insurance, 24,432.49; SDPEF, insurance, 99.00; HRA Reimbursements, 5,222.78; A&B Business, copier, 4,430.00; American Solutions, supplies, 58.10; Beck Motors, vehicle, 35,689.00 Bison Courier, publishing, 316.18; Bison Food Store, supplies, 74.80; Bison Grain,

fuel, 30,123.07; Bison Implement, repairs/supplies, 2,791.50; Brosz Engineering, prof fees, 4,507.50; Butler Machinery, supplies, 4,076.23; Contractors Supply, supplies, 395.00; County Drug, jail meds, 179.31; Crossroads Hotel, travel, 622.93; Current Connection, supplies/maint, 2,550.30; Dakota Auto Parts, maintenance, 175.99; Dakota Herald, publishing/subscription, 263.70; Eagle Nest Truck Repairs, repairs, 4,968.67; Five Counties, blood testing, 100.00; G&O Paper, supplies, 705.90; Gooseneck Implement, repairs, 3,591.91; Grand Electric, utilities, 2,445.81; T Hintz, travel, 95.34; Jenner Equipment, repairs, 16.80; Jim Grothe Electric, supplies, 146.00; John Deere Financial, repairs, 1,619.86; KBJM AM, registration, 149.99; Lar-Jo's, supplies, 94.00; Lemmon EMT, travel, 505.46; Lemmon Fire Dept, subsidy, 22,000.00; Lemmon IGA, supplies, 7.99; Live, Inc, subsidy, 3,000.00; Lodgepole Store, propane, 2,665.00; Matheson Tri-Gas Inc, supplies, 228.68; Meade County Sheriff, 911 MOU, 2,400.00; Meade County Auditor, jail board, 3,445.00; Motorola Solutions, Inc, equipment, 6,811.68; NAPA/Agpro, repairs, 536.04; Northern Truck Equipment, repairs, 92.25; NW Farm & Home Supply, supplies, 339.56; S Penfield, rent, 400.00; Pharmchem Inc, supplies, 121.10; Postoffice, box rent, 94.00; Jo Sander, RB contract, 1,008.00; SBM, maintenance, 32.52; SD Dept of Public Safety, maintenance, 2,340.00; SD Developmental Center, subsidy, 60.00; SD DOT, material, 7,810.00; SD Public Health Lab, blood testing, 40.00; SDAAO, registration, 350.00; Servall, supplies, 106.52; Sturgis Ambulance, supplies, 15.20; SW Grain, fuel, 13,935.97; Tennant's Auto Center, repairs, 87.55; TK Diesel, Inc, repairs, 690.62; Town of Bison, utilities, 204.64; Trans Source, repairs, 452.88; J VanVactor, supplies, 100.47; J VanVactor, labor, 275.00; Verizon Wireless, maintenance, 280.22; VISA, travel, 96.24; VISA, faxage/website, 243.18; West River Telephone, utilities, 1,459.69.

Adjournment

There being no further business to come before the Board, Chairman Carmichael declared the meeting adjourned at 1:23 p.m. The next regular meeting of the Perkins County Commission will be held on **Wednesday, April 10, 2019 at 1:00 p.m.**

ATTEST:

APPROVED:

Sylvia Chapman, Finance Officer

Kyle Carmichael, Chairman