

**Perkins County Commission  
Regular Meeting**

**Date: January 5, 2021**

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

**Others Present: Shane Penfield, Lincoln Shuck, Christine Becker, Kelly Serr, Jennifer Sietsema, Kailey Snyder, Beth Hulm, press**

Call to Order

Finance Officer Chapman called the regular meeting to order at 10:00 a.m.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Oath of Office

Oaths of Office were taken by incumbent Kyle Carmichael and newly elected Commissioner Todd Campbell.

Election of Officers

- Finance Officer Chapman called for nominations for Chairman. Schweitzer nominated Kyle Carmichael for Chairman. Schweitzer moved, Foster seconded that nominations cease, and a unanimous ballot be cast for Kyle Carmichael, motion carried.
- Chairman took over the meeting and called for nominations for Vice Chairman. Henderson nominated Rusty Foster for Vice Chairman. Carmichael moved, Schweitzer seconded that nominations cease, and a unanimous ballot be cast for Rusty Foster, motion carried.

Declaration of Conflict of Interest

There was no Conflict of Interest declared.

Approval of the Agenda

Foster moved, Schweitzer seconded to add Appointment of Landfill Representative to the Agenda, motion carried. Foster moved, Hopfinger seconded to approve the Agenda with the addition of Appointment of Landfill Representative, motion carried.

Minutes

Schweitzer moved, Foster seconded to approve the minutes of the December 8, 2020 Regular Meeting and the December 29, 2020 Special 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 December 31, 2020, Sylvia Chapman, Finance Officer, Perkins County. Total amount of deposits in banks \$1,585,260.82, Total amount of actual cash \$200.00; Dakota Plains Federal Credit Union: \$1013,488.00; Certificates of Deposit \$400,000.00; Total \$2,088,984.15. 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 \$522.26 were reviewed.
- Motor Vehicle fees for the month of December 2020 were reviewed.
- Register of Deed's fees in the amount of \$7,503.00 were reviewed.
- Longevity increase of .10/hour will be realized for the following: Shane Penfield, 1-1; JW Seim, 1-1; Renita VanVactor 1-1; Rick Stevens 1-1-2020, Corina Molnar 1-4.

Highway Superintendent

- Highway Superintendent Shuck presented his Monthly Project & Maintenance Report. He has a few equipment repairs that need to be completed. The weather conditions have allowed the maintenance crew to continue to gravel roads. They are currently working on the county road south of Bison.
- Shuck also requested permission to have Patsy Crow come in for approximately 40 hours to help with the closing of the 2020 Highway books. Henderson moved, Foster seconded

to hire Patsy Crow as a temporary part-time employee for approximately 40 hours, motion carried.

#### Appointments

- Schweitzer moved, Foster seconded to appoint the following Perkins County Fair Board Members: TW Schalesky, Tracy Buer, Bev Heier, Max Matthews, JD Ryen, Julia Brixey, Tarina Kopren, Faye Schalesky, Dan Anderson, Jens Hansen, Jordan Seim and Todd Campbell, Commissioner Representative, motion carried.
- Foster moved, Henderson seconded to appoint the following to the Perkins County Weed Board: Chuck Anderson, Kyle Kennedy, Tim Smith and Rusty Foster as Commission Representative, motion carried.
- Henderson moved, Foster seconded to appoint the following people to the Local Emergency Planning Committee: Kelly Serr, Patty Benson, Tamara Buer, Harlan Hess, Alan McGinnis, Greg Karels, David Kopren, Keith Mutschler, Todd Campbell, Heidi Stevens, Mike Schweitzer, Commissioner Representative, motion carried.
- Foster moved, Schweitzer seconded to appoint Bridget Keller as Veteran Service Officer, motion carried.
- Schweitzer moved, Foster seconded to appoint Bison Courier and Dakota Herald as the legal newspapers, motion carried.
- Foster moved, Campbell seconded to set the per diem rate at the State per diem rates, motion carried.
- Henderson moved, Foster seconded to set the following indigent burial rates: *Earth Burial – \$2,580.00 (which covers the cost of the casket, outside container and conducting a service.) Cremation - \$1,860.00 (which will include the Funeral Home providing services for Cremation, transportation, filing of the legal paperwork and conducting a memorial service.) In addition, the cost of the grave opening and closing by a local grave digger will be paid by the funeral home with a copy of the invoice provided to Perkins County for reimbursement.,* motion carried.
- Schweitzer moved, Campbell seconded to cover Volunteer Fire Departments and EMT's, on Perkins County's Workman's Compensation, (lists are on file in the Finance Office), motion carried.
- Foster moved, Schweitzer seconded to appoint the following to the Mental Health Board: Patty Benson and Dan Kvale, motion carried.
- Campbell moved, Foster seconded to appoint Todd Campbell as the Perkins County Representative on the Northwest Regional Landfill Board, motion carried.

#### 4-H Advisor

Foster moved, Henderson seconded to set January 11, 2021 as a start date for Arlis Seim as the new 4-H Coordinator for Perkins County, motion carried.

#### 11:00 am – Hazardous Mitigation Plan Update

BHCLG (Black Hills Council of Local Governments) discussed the \$7,500 grant award from the Hazard Mitigation Grant Program, to be used to update the County's Mitigation Plan. The grant requires a 25% local match, which can be provided as in-kind. Approximately 111 hours of in-kind are needed to meet the match. Hours contributed to the plan update as in-kind are calculated at the federal standard rate for volunteers in South Dakota which is a rate of \$22.57/hour. BHCLG provided an overview of the mitigation planning process, the need for local support and participation in the plan update, and the steps for moving forward with the update. BHCLG encouraged anyone who is interested in participating in the plan update to sign up to receive emails for notifications on the status of the plan. Monthly updates will be provided to the County and Municipalities participating in the plan, to be discussed at the County Commission and City Council meetings. The expiration date of the current plan is January 3, 2022. BHCLG plans to have the updates drafted by October 2021, to be adopted by the Cities and County prior to plan expiration.

Henderson moved, Foster seconded to authorize Chairman Carmichael as signatory on the Black Hills Council of Local Governments Agreement for Natural Hazardous Mitigation Plan Assistance, motion carried.

#### Delinquent Tax List

The Commission reviewed the Delinquent Tax List as of December 31, 2020.

#### Annual Contract for IT Services

Discussion was held on the annual contract for IT Services with Current Connection. There have been some minor changes. Current Connection would like to add another layer of backup at an

approximate cost of \$140.00. Following discussion, Schweitzer moved, Henderson seconded to approve the annual contract for IT Services with Current Connection, without the additional layer of backup, motion carried.

#### Commissioner Tablets

Discussion was held on the Commissioner tablets. It was decided to continue using the current tablets.

#### County Land

Discussion was held on whether to continue leasing the land currently held by Perkins County or to consider adding the land to surplus and putting it up for auction. The current lease agreements run through April 30, 2021. Further research will be done and this will be placed on the February agenda.

#### Wages

- States Attorney Penfield requested a wage adjustment to reflect additional work due to the loss of Casey Deibert. Henderson moved, Campbell seconded to set States Attorney Shane Penfield's base wage at \$54,002.06, motion carried.
- Carmichael moved, Henderson seconded to set temporary part-time employee Patsy Crow's wage at \$18.76 per hour, motion carried.
- Foster moved, Schweitzer seconded to leave the Commission wage and board wages the same as last year, motion carried.
- Henderson moved, Campbell seconded to set newly hired Arlis Seim's wage at \$15.60 per hour, motion carried.
- Schweitzer moved, Carmichael seconded to give a 48¢ per hour increase to permanent full-time and part-time employees, motion carried.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Wage/Salary</u></b>
Rusty Foster	Commissioner	\$7,388.60/year
Wayne Henderson	Commissioner	\$7,388.60/year
Todd Campbell	Commissioner	\$7,388.60/year
Mike Schweitzer	Commissioner	\$7,388.60/year
Kyle Carmichael	Commissioner	\$7,388.60/year
Shane C. Penfield	State's Attorney	\$56,498.06/year
Sylvia Chapman	Finance Officer	\$58,980.62/year
Sara Stadler	Deputy Finance Officer	\$16.95/hour
Wendi McCall	Deputy Finance Officer	\$16.68/hour
Heidi Stevens	Register of Deeds	\$46,834.18/year
Amanda Larson	Deputy Register of Deeds	\$16.68/hour
Corina Molnar	Director of Equalization	\$47,533.10/year
Christine Becker	Deputy I DOE	\$16.68/hour
Carrie Fisher	Administrative Deputy	\$16.28/hour
Bridget Keller	Veteran Service Officer	\$15.02/hour
Kelly Serr	Sheriff	\$61,710.41/year
Christopher Goldsmith	Chief Deputy Sheriff	\$48,578.60/year
William B. Johnson III	Deputy Sheriff	\$21.53/hour
Greg Karels	Deputy Sheriff	\$20.78/hour
Matthew Giesler	Deputy Sheriff	\$20.48/hour
Matthew Kindsvogel	Deputy Sheriff	\$20.38/hour
Ryan Serr	Deputy Sheriff	\$20.18/hour
Tamara Buer	Administrative Deputy	\$18.98/hour
Kirby Chapman	Part-time Deputy Sheriff	\$19.48/hour
Renita VanVactor	Custodian	\$30,243.20/year
Custodian fill-in	Custodian	\$11.50/hour
Jill Olson	CHN Administrative Assistant	\$15.71/hour
Arlis Seim	4-H Coordinator	\$15.60/hour
Lincoln Shuck	Highway Superintendent	\$57,581.40/year
Cody Green	Asst Highway Superintendent	\$19.34/hour
Christopher Grimes	Highway Foreman	\$19.14/hour
Katie Helms	Highway Administrative Assistant	\$16.48/hour
Jeff VanVactor	Highway Maintenance	\$21.36/hour
Joe Green	Highway Maintenance	\$20.95/hour

Daroll Aukland	Highway Maintenance	\$19.29/hour
Matthew Chandler	Highway Maintenance	\$19.09/hour
Matthew Drake Butsavage	Highway Maintenance	\$18.99/hour
Rick Stevens	Highway Maintenance	\$18.89/hour
James W Seim	Highway Maintenance	\$18.59/hour
Jailer	Certified	\$14.05/hour
Jailer	Non-Certified	\$12.99/hour
4-H Promotion & Expansion	Board Members	\$35.00/meeting
Comprehensive Planning	Board Members	\$50.00/meeting
Weed & Pest	Board Chairman	\$125.00/meeting
Weed & Pest	Board Members	\$100.00/meeting

#### Sheriff Serr

- Sheriff Serr was present to request the procurement of a Sheriff's vehicle for the Sheriff's Office. Schweitzer moved, Foster seconded to purchase the following vehicle for the Sheriff's Office using State Vehicle Contract #17340: One 2021 Chevrolet Tahoe from Beck Motors of Pierre, South Dakota in the amount of \$36,649.00, motion carried.
- Sheriff Serr presented the Faulk County Jail Contract. Foster moved, Campbell seconded to authorize Chairman Carmichael as signatory on the amended Faulk County Jail Contract three-year contract, motion carried.
- Presiding Judge Michael W. Day has made the following appointments to the Perkins County Board of Mental Illness: Karen Paige Hunt as the Chairperson with Honorable Eric J. Strawn and Steven L. Aberle as alternate Chairpersons. The Perkins County Commission would like to express their appreciation to outgoing Chairperson Tim Parmley for his commitment and professionalism in his service to Perkins County.

#### Claims

The following claims were presented and approved for payment, Dec. payroll: 85,235.65; IRS, fica, 8,432.54; SD Retirement, retirement, 6,654.85; Delta Dental, insurance, 1,261.56; Medico Life, insurance, 115.80; Wellmark, insurance, 19,988.42; SDPEF, insurance, 96.00; HRA Reimbursements, 10,018.96; A&B, copier, \$37.12; Agpro, repairs, 1,176.76; American Solutions, supplies, 356.38; Bennett Trans; advertising, 307.47; Bison Food, supplies, 41.89; Bison Grain, repairs, 943.81; Bootz & Tire, repairs, 764.00; Butler Machinery, repairs, 1,253.69; Current Connection, supplies, 778.66; Dakota Fluid Powers, repairs, 152.93; Dakota Herald, advertising, 244.83; Dale's Tire, supplies, 3,657.52; J Fero, gravel, 2,000.00; G&O Paper, supplies, 219.10; Godfrey Brake, repairs, 543.62; Grand Electrics, utilities, 1,145.06; Horizon Health Care, rent, 1,680.00; John Deere, repairs/supplies, 2,147.96; Lacroix Law, MH Cr. Appt. Atty, 127.40; Lemmon Fire Dept, subsidy, 19,800.00; Lodgepole Propane, utilities, 837.21; Matheson Tri-Gas, supplies, 46.58; McLeod's, supplies, 237.70; Mid-States Org. Crime, dues, 100.00; S. Penfield, rent, 400.00; Perkins Co. Cons. District, subsidy, 10,500.00; Runnings, supplies, 41.97; SD Development Center, 60.00; SD State's Atty. Assn, dues, 679.00; SD Sheriff's Association, dues, 589.46; Three Rivers Mental Health, rent, 900.00; Town of Bison, utilities, 205.66; Trans Source, repairs, 269.84; Vanguard Appraisals, maint, 2,887.50; Verizon, utilities, 281.21; VISA, supplies, 186.31; West Group, SA Law Books, 742.68; Western States Sheriff's Assoc, dues, 100.00; WRCTC, utilities, 1,414.68.

#### Adjournment

There being no further business to come before the Commission, Chairman Carmichael adjourned the meeting at 2:02 pm. The next regular meeting of the Perkins County Commission will be held on Tuesday, February 9, 2021 at 10:00 am at the Perkins County Courthouse.

ATTEST:

APPROVE:

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Sylvia Chapman, Finance Officer

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Kyle Carmichael, Chairman