

McPherson County Board of Commissioners
Minutes of Proceedings
May 7th, 2019

The McPherson County Board of Commissioners met in regular session on Tuesday, May 7th, 2019 in the Commissioners chambers. Chairman Neuharth called the meeting to order at 9:00AM. Members present were, Delmar Metzger, Rick Beilke, Anthony Kunz, and Sid Feickert. Also present: Don Kallenberger, Austin Hoffman.

Metzger moved and Kunz seconded to approve the agenda of the May meeting and the minutes of the April 2nd, April 9th Special Meeting, April 9th Equalization meeting and the April 2nd Drainage Meeting with the following corrections: April 2nd the Demkota permit was issued in October of 2018 not October of 2019; April 9th the current weight limits during load limit restriction periods is 6 tons per axle and in 2020 there will be a change in weight limits during load limit restriction periods to 6 tons per axle, 80,000 pounds gross regardless of number of axles. All voted in favor. Motion carried.

CLAIMS APPROVED:

A&B Business, DOE/Sheriff Supplies \$30.83; Agtegra- Leola Shop, Hwy/Sec Road/Sheriff Supplies, \$15,269.65; AmeriPride Services, Linen Services, \$499.78; Anthony Kunz, Commissioner Mileage, \$79.80; Art's Body Shop, Hwy Window Repair/Glass Replacement, \$175.00; AT&T, Cell Phones, \$413.57; Best Western Kelly Inn Yankton, DOE Hotel Room, \$228.00; Bluetarp – Macs Hardware, Hwy Supplies, \$18.96; Kristi Brandt, Court Reporting Fees, \$508.00; Lanette Butler, DOE Meals and Mileage Reimb., \$443.42; Butler Machinery Co., Hwy Supplies/Rental, \$8,950.06; Connecting Point, Server Maint./Backup, \$85.00; Crawford Trucks & Equipment, Hwy Supplies \$1,178.47; Curt's Repair, Hwy Supplies, \$42.72; Dakota Electronics, Sheriff Repairs, \$47.85; Dependable Sanitation, Courthouse/Hwy Utilities, \$249.00; DMC Wear Parts, Hwy Supplies, \$1,201.91; DMI INC, Hwy/Sec Rd Supplies, \$3,964.00; Edmunds Co Sheriff, Prisoner Care, \$65.00; Trisha Erdman, Reimbursement, \$5.09; Eureka City, Hwy Utilities, \$44.50; Eureka Community Health, 2nd QTR Nursing, \$7,125.00; Eureka Senior Center, 2019 Allocation, \$2,840.00; Sid Feickert, Commissioner Mileage, \$102.06; FEM Electric Association, Utilities, \$371.30; Vicki Geffre, Meals/Mileage Reimb., \$152.88; Gene's Oil Company, Supplies, \$2,251.15; G&R Controls, Courthouse Boiler Repair, \$7,532.57; Doug Hatlewick, LEPC Mileage, \$6.72; Heartland Waste, Highway Utilities, \$35.00; Wesley Hilgemann, LEPC Mileage, \$29.40; Austin Hoffman, State's Attorney Mileage/Supplies, \$311.41; Homestead Building Supplies, Hwy Supplies, \$1,301.28; Lindley Howard, Auditor Postage Reimb., \$6.85; Lindley Howard, Auditor Meal Reimb., \$21.00; George Hulscher, Zoning Board Mileage, \$29.40; Dawn Jenner, Registration/Supplies Reimb., \$88.42; Jensen Rock & Sand INC, Hwy Supplies, \$7,275.45; Don Kallenberger, States Attorney Rent/Mileage/Meals/Hotel Reimb., \$705.16, Don Kallenberger, States Attorney Rent/Mileage/Meals/Hotel Reimb., \$13.84; Kary's Service Station, Sheriff & JL Maint./Tires, \$771.68; Ken's Alignment, Sheriff Repairs, \$1,176.04; Kens Food Fair, Hwy Supplies, \$15.98; Kimball Midwest, Hwy Supplies, \$418.58; Richard Kolb, Zoning Meeting Mileage, \$2.94; Lakeside Lumber, Hwy Supplies, \$38.27; Leola City, Courthouse Utilities, \$98.50;

Leola Senior Center, 2019 Allocation, \$1,160.00; MDU, Utilities, \$561.32; Delmar Metzger, Meeting Mileage, \$173.88; Microfilm Imaging Systems, ROD/M&P Equipment rent, \$1,883.80; MARC, Courthouse Supplies, \$170.26; Bonnie Nehlich, Extension Reimb., \$114.70; Network Distribution, Courthouse Supplies, \$126.53; NorthStar Energy, Courthouse Utilities, \$2,118.04; NorthStar Energy, Hwy Utilities, \$317.40; Northwest Blade, Publishing, \$1,044.67; PERU, Inmate Medical Insurance, \$29.70; Brandon Pickell, Clothing Allowance, \$200.00; Pomp's Tire Service, Inc., Hwy Supplies, \$1,955.14; Praxair Distribution, Highway Supplies, \$106.48; Premier, Highway Supplies, \$1,390.23; Quill Corp., Supplies, \$249.70; Ramkota Hotel-Pierre, Auditor/ROD Hotel Rooms, \$202.00; Jackie Rau, Extension Reimb., \$414.47; RDO Equipment, Hwy Supplies, \$62.99; Ron's Service Center, Hwy Supplies, \$16.60; Michael Schwingler, LEPC Mileage, \$18.48; SD Game Fish & Parks, Animal Damage Control, \$2,329.20; SDAAO, DOE Registration, \$750.00; Share Corporation, Courthouse/Hwy Supplies, \$414.66; Ten-45, Hwy/Courthouse Supplies, \$172.32; Transource Truck & Equipment, Hwy Supplies/Repair, \$580.00; Valley Telco, Phone/Internet, \$831.99; VISA, Extension Hotel/Supplies/Auditor Equipment, \$641.94; Walworth County Sheriff, Prisoner Care, \$760.00; WEB Water, Courthouse Water, \$166.50; Becky Wolff, Battery Charger/Key Reimb., \$166.13; SDACC M&P, March Fees, \$126.00; State Treasurer, Money Due to State, \$64,444.83; State Treasurer, Sales & Excise Tax, \$348.55; Peru, Inmate Medical Insurance, \$30.69; Avera Health, Dependent Insurance, \$645.54; Guardian, Cobra Insurance, \$264.00.

Feickert moved and Metzger seconded to approve the forgoing claims. All voted in favor. Motion carried.

SALARIES OF OFFICERS AND EMPLOYEES:

Commissioners, \$3,153.05; Auditor, \$6,720.99; Treasurer, \$6,371.08; State's Attorney, \$6,032.59; Government Building, \$2,952.86; Director of Equalization, \$6,382.08; Register of Deeds, \$6,271.08; Veteran Service Officers, \$1,613.32; Sheriff, \$8,030.18; Extension, \$2,900.41; Weed Control, \$168.56; Planning and Zoning, \$60.00; Road & Bridge/Secondary Roads, \$27,828.62; Snow Removal, \$1,744.32; Emergency Management, \$833.35; Eureka Joint Law, \$3,383.66; Leola Joint Law, \$3,383.66.

McPherson County's Share of the following:

Social Security and Medicare: CorTrust Bank: \$7,449.35

Insurance: American Family, \$376.00, Avera Health, \$7,418.51; Vision Care, \$242.73; MetLife, \$174.31; South Dakota Retirement System, \$6,119.23

ADDED SALARIES:

Feickert moved and Beilke seconded to add the following salaries: Jackie Kessler, Deputy Appraiser, \$2291.48 per month. All voted in favor. Motion carried.

RESOLUTIONS:

RESOLUTION 19-06

“BRIDGE REINSPECTION PROGRAM RESOLUTION FOR USE WITH SDDOT RETAINER CONTRACTS”

WHEREAS, Title 23, Section 151, *United States Code* and Title 23, Part 650, Subpart C, *Code of Federal Regulations*, requires initial inspection of all bridges and reinspection at intervals not to exceed two year with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, McPherson County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The County requests SDDOT to hire Clark Engineering (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make paymets to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Dated this 7th day of May, 2019 at Leola, South Dakota.

ATTEST:

Lindley Howard
McPherson County Auditor

Jeff Neuharth
Chairman of the Board of Commissioners

Beilke moved for the adoption of Resolution Number 19-06, Kunz seconded the foregoing motion. Upon roll call vote, thereon, all vote

BIDS:

At 10AM the two bids that were received for crushing and stockpiling gravel were opened and considered:

	<u>¾ surfacing gravel</u>	<u>crushing of asphalt chunks</u>
WM Scepaniak	\$3.47 per ton	\$4.00 per ton
Jacobs & Sons Const.	\$4.87 per ton	No Bid

Feickert moved and Metzger seconded to accept the low bid from WM Scepaniak. All voted in favor. Motion carried.

OTHER MATTERS DISCUSSED AND ACTION TAKEN:

Surplus Property

Beilke moved and Kunz seconded to surplus to the Leola consignment sale the following: Canon Imageclass MF227DW, HP Laserjet 400, Canon Imageclass D1320, 2 steel 3 drawer filing cabinets, metal typewriter desk, bulletin board, 5 Fridgeaire 18,000 BTU Air Conditioners, 5 small file cabinets, typewriter stand, rolodex file, 2011 HP Laserjet, 7 wooden swivel chairs, 1

steel swivel chair, small printer stand and various other miscellaneous office items. All voted in favor. Motion carried.

Emergency Management/LEPC Board

Sheriff Ackerman updated the board on the reimbursement status from the state for costs incurred during the March 13-15 storm.

With the backup generator power available at the courthouse, the building is considered a place for shelter, if needed, during power outages. Currently there are no working bathrooms in the basement and no kitchen range in place to cook meals. Options were considered to address these concerns and more discussion will be held at the next meeting.

Beilke moved and Kunz seconded to add Michael Schwingler to the LEPC Board. All voted in favor. Motion carried.

Sheriff Department

Ackerman updated the board on the status of the new pickups that were ordered.

Discussion was held on the cash balance in both Joint Law funds, and the recommendations that Department of Legislative Audit had for the Funds after the last audit.

Drainage Board

At 10:30AM Metzger moved and Kunz seconded to meet as the McPherson County Drainage Commission. All voted in favor. Motion carried. The commission met concurrently with the Board of Commissioners and their minutes are listed in a separate section.

GROW SD

Brenda Waage from Grow SD gave the board a yearly report on the services that were provided to the residents of McPherson County in 2018 and asked for an allocation of \$5000 for 2020.

Treasurer's Office

Donna Breitag informed the board that the county has been carrying a returned check for \$5,944.46 since the end of 2018. She requested that the State's Attorney's take the next steps to clear up this matter.

Breitag informed the board that there some properties that will be up for tax deed sale. She will check on mortgage status of the properties and get the information to the State's Attorney so the next steps can be taken toward a sale.

State's Attorney

Don Kallenberger and Austin Hoffman updated the board on a drainage appeal that was received, and what next steps may need to be taken.

Courthouse Maintenance

Becky Wolff provided quotes for various heating register parts. Many of the parts between quotes were not consistent. Wolff will get clarification on what parts are actually needed for the registers in the courthouse prior to the board making a decision on where to purchase replacement parts.

Metzger moved and Feickert seconded to purchase 7 handicapped door handles and back plates from the Homestead for \$168.79/assembly; when parts are received Wolff will attempt to replace the handles and if she is unable to complete the project, she will ask the highway department if they can help prior to hiring an outside contractor. All voted in favor. Motion carried.

Director of Equalization

Lanette Butler spoke with the board about a recent visit to another county's DOE office who recently had a software switch to Vanguard. An updated quote from Vanguard was reviewed. Kunz moved and Feickert seconded to purchase the quoted software package from Vanguard Appraisals for \$33,050 over 5 years. All voted in favor. Motion carried.

Deputy Assessor Salary

Kunz moved and Beilke seconded to create the position of Deputy Assessor which is intended to be the position directly under the Director of Equalization and set the salary schedule as follows: starting salary, \$2291.48/month for 35 hours per week (\$200/month less than the salary of any fully trained office deputy), after 3 months and upon starting the certification process \$2720/month for 40 hours per week, after passing the CAA test \$2920/month for 40 hours per week, after receiving CAA certificate \$3120/month for 40 hours per week; the position will also received any yearly raises. All voted in favor. Motion carried.

Highway Department

Beilke moved and Kunz seconded to implement a McPherson County annual overweight permit for \$60.00, state rules apply, state annual overweight permits will be honored and no additional county permit is needed. All voted in favor. Motion carried.

There are no changes to the county's overweight permit.

The weight limit change for 2020 was clarified. The current weight limits during load limit restriction periods is 6 tons per axle and in 2020 the weight limits during load limit restriction periods will changed to 6 tons per axle, 80,000 pounds gross regardless of number of axles. The Leola highway position is still open. Employees are currently allowed \$500 per month to put toward only the employees' health insurance premium. Spitzer asked the board to consider allowing employees roll over any unused portion of the \$500 cap toward that employee's spouse or dependents. The board asked the Auditor to provide cost information at the next meeting.

Equipment needs and current equipment inventory was discussed. Feickert moved and Kunz seconded to purchase a 2009 Pro-star truck for \$9000.00, purchase and install a new engine in the truck for approximately \$25,000-\$30,000. All voted in favor. Motion carried. Kunz moved and Metzger seconded to offer up to \$5000 to purchase a Rex steelface SP700 packer. All voted

in favor. Motion carried.

Discussion was held reoccurring problems with road damage and wash out on a section line in Detmold Township between section 23 and 24. Long term solutions and costs estimates were requested; more discussion will be held at the next meeting.

Spitzer updated the board on county projects planned for this summer including outside contract work that the highway department is planning to complete for Leola city, Eureka city and Campbell county.

Right of way application

Beilke moved and Metzger seconded to approve the following right of way permit applications submitted by Montana Dakota Utilities:

1. To install an overhead 115kv 477ACSR overhead conductor and OPGW directly embedded in wood poles in the ditch along county road 8 through 127N-67W.
2. To install an overhead 115kv 477ACSR overhead conductor and OPGW directly embedded in wood poles in the ditch along county road 2 through 128N-67W.

Road crossing fees will apply for transmission lines. All voted in favor. Motion carried.

Employee Handbook – Insurance Deductible

A retired employee asked if they could receive the 20% insurance deductible reimbursement. The board agreed that the reimbursement would be issued if the employee could provide proof that the deductible was reached prior to retirement.

Meeting Authorizations

Kunz moved and Feickert seconded to approve the following meeting authorizations: Lanette Butler to attend the SDAAO Conference in Deadwood; Harvey Schaible and Darrell Pfeifle to attend the May VSO Conference in Pierre; Lanette Butler and Jackie Kessler to attend Assessors School; Dawn Jenner to attend the Highway Book Keeping Meeting May 15th and 16th in Pierre. All voted in favor. Motion carried.

Miscellaneous Items and Reports

The following miscellaneous items and reports were reviewed and approved: Register of Deeds statement of fees collected during the month of April 2019 for the amount of \$1,259.25, Register of Deed's Modernization and Preservation fees collected during month of April 2019 for the amount of \$165.00, Auditor's Account with the County Treasurer as of May 1st, 2019 as follows: total amount of deposits in Leola Bank, \$9,984.91; total amount of actual cash, \$627.09; total amount of checks and drafts in treasurer's possession not exceeding three days, \$473,201.84; Itemized list of all items, checks and drafts in the Treasurer's possession over three days, \$6,044.46; CD's, \$1,151,055.56; Super savings, \$3,535,332.51; total, \$5,176,246.37.

At 2:10PM Beilke moved and Feickert seconded to adjourn the meeting. All voted in favor. Motion carried. The county road tour has been cancelled for 2019 due to ongoing poor weather during the scheduled tour. The commission will meet in regular session June 4th beginning at 9:00AM.

ATTEST:

Lindley Howard
McPherson County Auditor

Jeff Neuharth
Chairman of Board of Commissioners