

**McPherson County Board of Commissioners**  
**Minutes of Proceedings**  
**January 7<sup>th</sup>, 2020**

The McPherson County Board of Commissioners met in regular session on Tuesday, January 7<sup>th</sup>, 2020 in the Commissioners chambers. Chairman Neuharth called the meeting to order at 10:00AM. Members present were Rick Beilke, Delmar Metzger, Sid Feickert, and Anthony Kunz. Also present: Don Kallenberger and Austin Hoffman.

Neuharth relinquished the Chair to the Auditor for the purpose of reorganizing the board for the year 2020. Nominations for chairman were requested. Feickert nominated Neuharth for chairman. Metzger moved and Beilke seconded that nominations cease and that a unanimous ballot be cast for Neuharth. All voted in favor. Motion carried.

Nominations for vice-chairman were requested. Metzger nominated Kunz for vice-chairman. Metzger moved and Beilke seconded that nominations cease and that a unanimous ballot be cast for Kunz. All voted in favor. Motion carried.

The Auditor relinquished the Chair to Chairman Neuharth.

Metzger moved and Beilke seconded to approve the agenda of the January meeting. All voted in favor. Motion carried. Kunz declared a possible conflict of interest if the veterans service office in Eureka is moved and space at 207 J Ave is considered.

Beilke moved and Feickert seconded to approve the minutes of the December 3<sup>rd</sup> Commissioners, December 3<sup>rd</sup> Drainage and the December 27<sup>th</sup> Commissioners meetings. All voted in favor. Motion carried.

**RESOLUTIONS:**

**RESOLUTION 20-1**

**“RESOLUTION IMPOSING SPEED LIMITS AND WEIGHT PER AXLE LIMITS”**

WHEREAS, the County of McPherson, South Dakota, is responsible for the maintenance of certain highways under its jurisdiction, and

WHEREAS, it appears said highways, by reason of deterioration, rain, snow or other climatic conditions will be seriously damaged or destroyed unless the use of vehicles thereon is prohibited or restriction as to the weight of vehicles are imposed

NOW THEREFORE, BE IT RESOLVED: Pursuant to SDCL 32-14-6 and any laws amendatory, thereto, that the load limits on all McPherson County oil roads be posted at 6 ton per axle. McPherson County oil roads will be posted at 40 mph for trucks.

BE IT FURTHER RESOLVED: That there shall be erected and maintained signs designating the provision of this resolution as provided by state law, and that this resolution shall not be effective until or unless such signs are erected and maintained.

BE IT FURTHER RESOLVED: That the County of McPherson shall request the South Dakota Highway Patrol to enter the County of McPherson to ensure compliance with State Laws pertaining to vehicle weight and with the weight laws established by this resolution.

BE IT FURTHER RESOLVED: That the speed limit for trucks on all county oil roads within McPherson County, South Dakota, shall be 40 MPH. McPherson County requests South Dakota Highway Patrol to enter the County of McPherson to enforce the speed limit of 40 MPH for trucks on all McPherson County oil roads.

BE IT FURTHER RESOLVED: That the effective dates of the provisions of this resolution shall start the same time that the State of South Dakota starts their restrictions or when county conditions warrant and shall end 1 week after the State lifts their limits or when county conditions warrant.

Dated this 7<sup>th</sup> day of January, 2020 at Leola, SD

ATTEST:

Lindley Howard  
McPherson County Auditor

Jeff Neuharth  
Chairman of the Board of Commissioners

Feickert moved for the adoption of Resolution Number 20-1, Kunz seconded the foregoing motion. Upon roll call vote, thereon, all vote, "AYE". Motion carried and Resolution Number 20-1 was declared duly adopted.

**RESOLUTION NUMBER 20-2**  
**"ESTABLISHING PLANNING AND ZONING PERMIT APPLICATION FEES"**

WHEREAS, the Zoning Ordinance for McPherson County requires that McPherson County shall establish the fees for each of the planning and zoning permits provided for within said Ordinance; and

WHEREAS, there is an inherent cost for the publication of said notice(s) for each permit application that is correlated directly related to each respective application; and

WHEREAS, there is an inherent cost of notification by certified letter to all adjacent or affected neighboring landowners; and

WHEREAS, the Board of County Commissioners have hereby elected to establish said fees for all planning and zoning permits by resolution to be reviewed annually in January of each calendar year;

NOW THEREFORE BE IT BE RESOLVED that the following fee schedule be established:

Building Permit - \$25

Variance Permit - \$100

Special Exemption - \$100

Conditional Use - \$100

Drainage Permit - \$100

5-Mile Manure (from within county) - \$250/day plus a \$1000 bond

5-mile Manure (from out of county) - \$100/load

BE IT FURTHER RESOLVED THAT the permit applicant must pay the permit fee prior to the application being reviewed by the Zoning Board and/or Drainage Commission. In the event than an applicant initiates a project prior to obtaining necessary permits the cost of the permit fee will increase to an amount equal to the original permit fee plus 10-fold the original permit fee. In addition to the permit fee the applicant will be billed for all publication and certified mailing costs that are directly associated with the permit and no permit shall be issued until such costs are reimbursed to McPherson County.

Dated this 7<sup>th</sup> day of January 2020 at Leola, South Dakota.

ATTEST:

Lindley Howard

McPherson County Auditor

Jeff Neuharth

Chairman of the Board of Commissioners

Feickert moved for the adoption of Resolution Number 20-2, Kunz seconded the foregoing motion. Upon roll call vote, thereon all voted in favor. Motion carried, and resolution number 20-2 was declared duly adopted.

#### **2020 SALARIES OF OFFICERS AND EMPLOYEES:**

The following annual salaries are in effect for McPherson County officers and employees for the year 2020:

Elected/Appointed Officials Annual Salary: David Ackerman, Sheriff/Emergency Manager, \$55,297.92; Glenn Spitzer, Hwy Superintendent, \$54,939.12; Donald Kallenberger, State's Attorney, \$49,303.20; Donna Breitag, Treasurer, \$48,005.88; Lanette Butler, Director of Equalization, \$48,005.88; Vicki Geffre, Register of Deeds, \$48,005.88; Lindley Howard, Auditor, \$48,005.88; Austin Hoffman, Deputy State's Attorney, \$25,673.88; Samantha Boshard, Veterans

Service Officer, \$15,808.00; Commissioners - Rick Beilke, \$7,680.83; Sid Feickert, \$7,680.83; Delmar Metzger, \$7,680.83; Jeff Neuharth, \$7,680.83; Anthony Kunz, \$7,680.83.

The following annual salaries are for 40hrs/week: Ted Smith, Sheriff/Emergency Management Deputy, \$43,962.96; Steven Lipke, Sheriff/Emergency Management Deputy, \$43,962.96; Allie Hilgemann, Sheriff/Emergency Management Deputy, \$43,962.96; Sharon Guthmiller, Director of Equalization/Sheriff/Emergency Management Secretary, \$37,140.48; Jackie Kessler, Certified Deputy Assessor, \$36,315.60; Becky Wolff, Courthouse Maintenance, \$36,715.80.

The following annual salaries are for 35hrs/week: April Schaar Mehlhoff, Deputy Register of Deeds, \$31,093.80; Tiffany Weiszhaar, Deputy Treasurer, \$31,093.80; Trisha Erdmann, Deputy Auditor, \$29,293.80; Dawn Jenner, Hwy Secretary, \$31,093.80; Jackie Rau, 4-H/Extension Administrator, \$36,077.04.

The following hourly salaries are in effect for 2020: Highway Department - Jerry Bossert, \$19.38; Josh Flemmer, \$20.48; Rick Rau, \$20.66; Brandon Leeper-Duquette, \$20.19; Michael Schwinger, \$20.30; Dean Geffre, \$20.15; Greg McCulloch, \$20.19; Rodney Malsam, \$20.19; Cletus Imberi, \$19.28; David Brandon Pickell, \$19.65; Andrew Goldade, \$18.16; Part-Time Hwy, \$19.82; Dawn Jenner – receives her normal salary plus \$2 per hour when working as an equipment operator. Election officials - \$10.00/hour.

Highway Department employees are paid time-and-half for overtime hours.

Full time employees who have worked for the county for 11 years or more are paid a longevity pay at the end of the year, payment amount varies according to number of years worked, should the employee retire prior to the end of the year the following longevity pay will be prorated: 11-15yrs: \$100, 16-20yrs: \$200, 21-25yrs: \$300, 26-30yrs: \$400, 31-35yrs: \$500, 36-40yrs: \$600, 41-45yrs: \$700.

Members of the Weed Board and Local Emergency Planning Committee are paid \$30.00 per meeting. Members of the Zoning board are paid \$60.00 per meeting.

#### **APPOINTMENT AND DESIGNATIONS:**

Feickert moved and Kunz seconded to make the following appointments and designations.

**Weed Board**- Sid Feickert, 3 years remaining; Trevor Zantow and Ron Ehresman, 1 year remaining; Galen Hauck and Curtis Hoff, 2 years remaining

**Northeast Council of Governments**- Sid Feickert, Anthony Kunz, Lloyd Miller, and Glenn Spitzer

**Zoning Board**- Jeff Neuharth, 4 years remaining; Alvin Kallas and George Hulscher, 1 years remaining; Dan Mettler, 3 years remaining; Richard Kolb, 4 years remaining.

**Housing and Redevelopment Committee**- Jeff Neuharth, 4 years remaining; Alvin Kallas and George Hulscher, 1 years remaining; Dan Mettler, 3 years remaining; Richard Kolb, 4 years remaining.

**North Central E-911 Board**: Anthony Kunz and Sharon Guthmiller

**Community Health Board**- Rick Beilke

**Northeast South Dakota Community Action Program Board**- Rick Beilke

**Regional Jail Advisory Board** – Delmar Metzger

**Local Emergency Planning Committee**: Delmar Metzger, Travis Mehlhaff, Jackie Rau, Michael Schwingler, Casey Jundt, Karl Moser, Wes Hilgemann, Doug Hatlewick, Tim Serr, Dave Ackerman.

**4-H Promotion and Expansion Committee Roster**: The roster presented by Jackie Rau and on file in the Auditor's or Extension office was reviewed by the board.

**Official Depositories**: Great Plains Bank, CorTrust Bank and First State Bank of Roscoe.

**Official Newspapers**: Northwest Blade, Inc. and McPherson County Herald

**Foreclose Sale Sites**: Leola County Highway Shed, Eureka County Highway Shed, and the first-floor lobby of the Courthouse.

All voted in favor. Motion carried.

#### McPherson County Poor Relief Guidelines

Feickert moved and Kunz seconded to update the Welfare income guidelines to the 2020 federal poverty levels, to leave the Appendix B Housing Allowance the same and to increase the Appendix C Burial rates to \$1200 flat fee for Cremation services. All voted in favor. Motion carried.

#### **CLAIMS APPROVED:**

Agtegra-Leola Shop, Highway Supplies, \$802.37; Amazon Capitol Services, Sheriff Supplies, \$200.67; Ameripride, Linen Services, \$535.85; ATT, Cellphone Service, \$414.58; Butler, Hwy Supplies/Repairs, \$1,309.66; Curt's Repair, Sheriff/Joint Law Supplies, \$246.00; Dept of Environment & Natural, 2020 Environmental Fee, \$250.00; Mergers Marketing, Tests, \$181.25;

Eureka City, Utilities, \$63.25; Eureka Community Health, 1<sup>st</sup> QTR Nursing, \$7,125.00; FEM, Utilities, \$459.94; Heartland Waste, Hwy Utilities, \$35.00; Don Kallenberger, Rent/Mileage/Supply Reimb., \$393.70; Leola Ambulance, Ambulance Miles, \$3,039.00; Leola City, Utilities, \$94.00; Long Lake Town, Highway Utilities, \$234.00; McPherson County Herald, Publishing, \$343.92; MDU, Utilities, \$299.00; Microfilm Imaging, ROD/M&P Equip. Rent, \$369.40; Mid States Organized Crime, Sheriff Membership, \$100.00; Midstates Group, Treasurer Supplies, \$555.00; NECOG, 2020 Allocation, \$7,493.62; Jeff Neuharth, Commissioner Travel/Pit Run, \$965.88; Northwest Blade, Publishing, \$537.91; Peru, Inmate Insurance, \$96.72; Premier Equipment, Hwy Supplies, \$62.43; Joel Saylor, Pit Run, \$532.00; School and Public Lands, Pit Run, \$564.00; SD Dept of Public Safety, Sheriff Teletype, \$2,340.00; SD Sheriffs Association, Membership Dues, \$573.77; Weed & Pest Conference, Registration, \$330.00; SDAE4-HP, 2020 Membership, \$120.00; Share, Hwy Supplies, \$648.92; Siegel Barnett & Schutz, Court Appointed Attorney, \$2,798.00; Siegel Barnett & Schutz, Court Appointed Attorney, \$352.50; Ten 45, Supplies, \$68.23; USPS, Extension Stamps, \$145.00; Valley Telco, Phone/Internet, \$764.81; Walworth County Treasurer, Prisoner Care, \$1,615.00; Web Water Bottling, Courthouse Water, \$106.00; West McPherson EMS, Ambulance Mileage, \$2,308.50; Westside Heating AC, Thermostat, \$128.00.

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

**BIDS:**

The following bids were submitted for the 2020 supply of products to McPherson County. Bid amounts shown are the total bid margin and freight cost which the vendors are adding to the cost of the products shown on the State of South Dakota website.

Unleaded or Ethanol Gasoline:

Gene's Oil Company- \$.060 Leola at Pump  
Agtegra- \$.107 Leola at Pump; \$.119 Eureka Bulk  
CHS Farmers Alliance- \$.290 Eureka Bulk

Dyed Diesel Fuel

Agtegra- \$.111 Leola area; \$.124 Eureka area; \$.120 Long Lake area  
CHS Farmers Alliance- \$.290 Leola area; \$.290 Eureka area; \$.290 Long Lake area

Propane(for the Highway Shops):

CHS Farmers Alliance- \$.350 at Leola; \$.350 at Eureka; \$.350 at Long Lake  
Westside Heating & AC - \$.360 at Leola; .360 at Eureka; \$.340 at Long Lake  
Agtegra - \$.399 at Leola; \$.399 at Eureka; \$.399 at Long Lake

Feickert moved and Beilke seconded to accept all bids submitted for unleaded or ethanol gasoline, dyed diesel fuel and propane. All voted in favor. Motion carried.

## **OTHER MATTERS DISCUSSED AND ACTION TAKEN:**

### Veterans Service Officer

Samantha Boshard updated the board on equipment and supplies that are needed. The Commission agreed to have the Auditor set up a direct bill account with Dollar General in Eureka for Samantha to use for office supplies. Issues with the current Eureka office space were discussed, moving to a new space in Eureka may be necessary in the future. Neuharth requested the Boshard write an article to be submitted to the papers to inform the public of the new officer and office hours.

Office hours for the Veterans Service Office will be Tuesdays and Wednesdays from 1-3pm at the Eureka Office and Thursdays from 10:30am-2:30pm at the Leola Office. Appointments are available outside of office hours.

Feickert moved and Beilke seconded to reimburse Samantha Boshard \$80/month for the use of her personal cellphone/hotspot for 2020. All voted in favor. Motion carried.

### Drainage Board

At 10:40AM Feickert 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.

### Planning and Zoning

Neuharth gave a planning and zoning ordinance update. Pay per meeting, which board will serve as the board of adjustment and zoning board alternates were all discussed. Neuharth will give another update after the next planning and zoning meeting.

Beilke moved and Kunz seconded to pay zoning board members \$60/meeting in 2020. All voted in favor. Motion carried.

### Surplus Equipment

Metzger moved and Kunz seconded to surplus the following broken/unusable equipment to be recycled or disposed of: Ricoh printer, 2003 Mack Truck w/ Dump Body (was totaled/removed by insurance company), chain saw, sump pump, 1 metal table, 3 hand sprayers, 1 desk, okidtat printer, HP 5740 and P2015DN printers, HP E26 and DE22 computers, 5 obsolete KX-f580 fax machines and 2 Glock handguns (traded in to Keislars on another equipment purchase). All voted in favor. Motion carried.

### Highway Department

Spitzer presented quotes for a new ¾ ton pickup. Kunz moved and Beilke seconded to purchase the quoted Dodge off of state bid. All voted in favor. Motion carried.

It is expected that School and Public Lands will contribute \$50,000 towards box culverts for the Leola Dam Spillway project. Spitzer will get updated installation quotes and approach Leola City about cost sharing.

Highway equipment and extended warranties verses trade in on a new motor grader was discussed. Spitzer will present concrete numbers as well as lease options to the board prior to any decision.

Spitzer requested that a sick leave bank type policy be added into the handbook with the next update. The board would be willing to allow a policy that states up to 2 sick days per year could be donated to another county employee in need due to a serious medical condition.

Feickert moved and Metzger seconded to have Curt Schumacher, Stanton Spitzer, Jack Geffre, Lee Geffre, Perry Thompson and Doug Casey as part-time help as needed at the rate of pay of \$19.82 per hour. All voted in favor. Motion carried.

Feickert moved and Kunz seconded to transfer \$192,437.85 from unorganized to county road and bridge. All voted in favor. Motion carried.

### 2020 Raises

Feickert moved and Metzger seconded to give the following raises: courthouse employees a 1.5% raise + \$750/year, the commissioners a 1.5% raise forgoing the additional \$750/year and the hourly highway personnel a \$0.66/hour cost of living; effective January 1<sup>st</sup>, 2020. All voted in favor. Motion carried.

### 2019 Year End Balances

Auditor Howard discussed the year end balances with the board.

### Executive Session

Kunz moved and Metzger seconded to go into executive session at 2:30PM to discuss personnel matters. All voted in favor. Motion carried. Feickert moved and Metzger seconded to exit executive session at 2:45PM. All voted in favor. Motion carried. As a result of executive session Feickert moved and Kunz seconded to increase the highway superintendent's salary by an additional \$3,000/year in 2020 and eliminate his flex time. All voted in favor. Motion carried.

### Annual Emergency Plan Review

The commission performed an annual review McPherson County's Hazardous Materials Emergency Response Plan and the Pre-Disaster Mitigation Plan.

### Sheriff Department

Kunz moved and Beilke seconded to purchase the Ford F-150 pursuit vehicle off of the state bid with the quoted options. All voted in favor. Motion carried.

Deputy Steve Lipke presented a K-9 unit proposal to the commission. Several questions were raised and more discussion will continue at the next meeting.

### NECOG JCA Agreement

Kunz moved and Beilke seconded to sign the 2020 NECOG JCA Agreement. All voted in favor. Motion carried.

### Becky Wolff – Courthouse Maintenance



The Commission read a letter from Becky Wolff and accepted her retirement effective March 31<sup>st</sup>, 2020. The commission thanked her for her 24 ½ years of service to McPherson County. Kunz moved and Feickert seconded to call for applications for a part-time courthouse maintenance/part-time highway maintenance employee. All voted in favor. Motion carried. Spitzer and Howard will work together to form a job description.

#### Meeting Authorizations

Feickert moved and Beilke seconded the following meeting authorizations: Jackie Rau to attend all required SDSU Extension/4-H meetings for 2020; Lindley Howard and Trisha Erdmann to attend a regional election equipment training in Faulk County on February 20<sup>th</sup>, with the Auditors office to be close that day; Michael Schwingler and Ronnie Ehresman to attend a Weed Conference February 18-21<sup>st</sup>. All voted in favor. Motion carried.

#### Miscellaneous Items and Reports

The following miscellaneous items and reports were reviewed and approved: The 2019 property inventory, Notice and Record of Payments to Poor Persons for the month ending in December 2019; Register of Deeds statement of fees collected during the month of December 2019 for the amount of \$2315.50, Register of Deed's Modernization and Preservation fees collected during month of December 2019 for the amount of \$270.00, Auditor's Account with the County Treasurer as of December 31<sup>st</sup>, 2019 as follows: total amount of deposits in Leola Bank, \$24,401.45; total amount of actual cash, \$633.49; total amount of checks and drafts in treasurer's possession not exceeding three days, \$3,679.11; CD's, \$1,158,318.43; Super savings, \$1,362,627.81; total, \$2,549,660.29.

At 2:55PM Beilke moved and Metzger seconded to adjourn the meeting. All voted in favor. Motion carried. The next meeting will be held on February 4<sup>th</sup>, 2020 beginning at 10AM.

ATTEST:

Lindley Howard  
McPherson County Auditor

Jeff Neuharth  
Chairman of Board of Commissioners