Charles Mix County

Board of Commissioners

**Regular Session – August 19th, 2021**

**(UNAPPROVED)**

The Charles Mix County Board of Commissioners met in regular session on the 19th of August 2021 at 10:00 am. Chairman – Nick Stotz opened the meeting with the Pledge of Allegiance and called the meeting to order with Vice-Chairman – Keith Mushitz, Commissioner – Colin Soukup, and Auditor – Danielle Davenport present.

**Agenda:**

A motion was made by Mushitz and seconded by Soukup to add the Reinschmidt easement request to the agenda. All in favor, motion carried.

Auditor-Davenport informed the Commission that States Attorney – Steve Cotton would not be able to attend and that the Rail to Trail, Personnel Handbook and Accounts Payable slots be moved to the September 7th meeting.

A motion was made by Mushitz seconded by Soukup to approve the Agenda with the requested changes. All in favor, motion carried.

**Minutes:**

A motion was made by Soukup and seconded by Mushitz to approve the minutes from the August 12th, 2021 meeting. All in favor, motion carried.

**Bills:**

A motion was made by Soukup and seconded by Mushitz to approve the bills for 8/19/2021. All in favor, motion carried.

**New Account:**

A motion was made by Mushitz and seconded by Soukup to open a new non-interest-bearing checking account at Commercial State Bank for the HMGP Land Acquisition funds and make the Auditor’s Office and Emergency Manager – Mike Kotab the administrators. All in favor, motion carried.

**Plat:**

A motion was made by Soukup and seconded by Mushitz to approve the Plat of Lots 7A and 7B, a Division of Lot 7, Platte Creek Riverside Acres Addition, Located in the E ½ of Section 23, Township 98N, Range 69W of the 5th P.M., Charles Mix County, South Dakota. All in favor, motion carried.

**Easement:**

A motion was made by Soukup and seconded by Mushitz to approve the easement requested by David Reinschmidt regarding access to parcel 18.16.4020. The 33 foot easement is to run along the south property line of Svatos parcel 18.16.4010 and placed in the southwest corner of Svatos parcel 18.16.4010 and amount set at $4,000.00. All in favor, motion carried.

**Right of Way Permit:**

NorthWestern Energy Representative – Robert Gehm met with the Commission and Highway Superintendent – Doug Cimpl to inquire about the status of their permit request presented at the 8/12/2021 meeting. States Attorney – Steve Cotton was present via teleconference at this time and discussion was held regarding easements required to finish the pending utility project. No action taken, further discussion to be held at the 9/7/2021 meeting.

**Highway:**

Highway Superintendent-Cimpl informed the Commission that he requested Vanderpol Construction to assess Wheeler Road and provide a quote to complete the project. No action taken.

**Personnel:**

A motion was made by Soukup and seconded by Mushitz to approve the hiring of Debbie White as Highway Administrative Assistant at her current rate of $13.00 per hour effective 8/23/2021. All in favor, motion carried.

**Land Acquisition:**

Director of Equalization – Denise Weber met with the Commission to discuss the appraisals completed on the properties approved for the HMGP Land Acquisition project. Each parcel was discussed, and Weber was advised to work with States Attorney-Cotton to prepare the deeds. No action taken.

**Insurance:**

Sonja Nordbye from Risty Benefits met with the Commission to present insurance quotes for Charles Mix County employees. Nordbye advised that there is no increase to the WellMark (MERP), Life Insurance or Dental Dental premiums with a slight increase to the vision premium.

The Commission reviewed the insurance quotes presented. A motion was made by Soukup and seconded by Mushitz to approve the WellMark (MERP), Delta Dental and Reliance Standard quotes and make Risty Benefits the policy agent for the new plan year effective 10/1/2021. All in favor, motion carried.

**Emergency Management:** EDS Manager – Mike Kotab met with the Commission and discussion was held regarding participation in the South Dakota Local Emergency Management Performance Grant (LEMPG). Further discussion to be held at the 9/7/2021 meeting.

**2022 Budget:**

The 2022 budget was discussed briefly with no changes. A motion was made by Mushitz and seconded by Soukup to approve the 2022 Provisional budget and Notice of Budget Hearing to be held September 7th at 10:00 am in the Commissioner room, notice to be published in legal newspapers. All in favor, motion carried.

**Personnel:**

Auditor-Davenport presented her letter of resignation to the Commission with last day of employment of 8/20/2021. There was no motion made to approve or accept.

A unanimous vote was cast and to be noted, to approve Danielle Davenport be paid through accounts payable for assistance provided until 8/31/2021 at $20.00 per hour not to exceed $600.00.

**Public Comment:**

No public comments were heard. No action taken.

**September Meetings:**

The meetings for September have been set for the 7th and the 23rd at 10:00 am.

**Adjourn:**

A motion was made by Mushitz and seconded by Soukup to adjourn until the Provisional Budget Hearing and regular session September 7th, 2021 at 10:00 am. All in favor, motion carried

**BILLS 8-19-2021**

**COURTS:** 8 JURORS, JURY FEES, 537.76, VERIZON BUSINESS, UTILITIES, 98.42, THOMSON REUTERS, BOOKS, 3284.00, **TOTAL: $3,920.18**

**STATES ATTORNEY:** THOMSON REUTERS, SOFTWARE/BOOKS, 184.80, **TOTAL: $184.80**

**COURT APPOINTED:** DAILEY LAW, COURT APPOINTED, 1140.10, SWIER LAW, COURT APPOINTED, 482.10, **TOTAL: $1,622.20**

**GOVERNMENT BLDGS:** LA COOP, FUEL/SUPPLIES, 55.48, **TOTAL: $55.48**

**SHERIFF:** SD DEPT OF PUBLIC SAFETY, TELETYPE SERVICE, 2340.00, ULTIMATE SHINE, MAINTENANCE, 24.00, AT &T, UTILITIES, 469.96, FEDEX, SERVICES, 9.79, TRITECH SOFTWARE, ANNUAL MAINTENANCE, 6152.62, COMMERCIAL STATE BANK, SUPPLIES, 2388.91, DAKOTA AUTO, REPAIR/MAINTENANCE, 297.80, GRAHAM TIRE, REPAIR/MAINTENANCE, 666.64, LA COOP, SUPPLIES, 25.00, OFFICE PRODUCTS, SUPPLIES, 140.38, DAVE’S, REPAIR/MAINTENANCE, 149.00, PECHOUS, PUBLISHING, 116.42, WAGNER AUTO, REPAIR/MAINTENANCE, 15.99, **TOTAL: $12,796.51**

**JAIL:** DOLLAR GENERAL, SUPPLIES/PRISONER CARE, 50.70, CAHOY’S, GROCERIES, 258.30, BRECKE PEST, MAINTENANCE, 100.00, BENDER’S SEWER, MAINTENANCE, 630.00, TRITECH SOFTWARE, ANNUAL MAINTENANCE, 6152.62, GALLS, SUPPLIES, 95.15, JAMES DRUG, PRISONER CARE, 40.92, BEST PROPANE, UTILITIES, 342.70, CASH-WAY, GROCERIES, 4343.20, CHAMBERLAIN WHOLESALE, GROCERIES, 766.15, COMMERCIAL STATE BANK, SUPPLIES, 16.98, GRAHAM TIRE, REPAIR/MAINTENANCE, 200.00, LA COOP, SUPPLIES, 25.38, MIDWEST FIRE, MAINTENANCE, 95.00, OFFICE PRODUCTS, SUPPLIES, 482.36, **TOTAL: $13,599.46**

**CORONER:** KOEHN BROS FUNERAL HOME, FUNERAL ASSISTANCE, 2745.00, **TOTAL: $2745.00**

**NURSE:** WAGNER EARLY CHILDHOOD, RENT, 682.10, PLATTE HEALTH CENTER, RENT, 383.00, **TOTAL: $1,065.10**

**WIC:** WAGNER EARLY CHILDHOOD, RENT, 330.00, **TOTAL: 330.00**

**MENTALLY ILL:** LINCOLN COUNTY, SERVICES, 99.00, KEITH GOEHRING, SERVICES, 79.85, LEWIS & CLARK BEHAVIORAL HEALTH, SERVICES, 184.00, **TOTAL: $362.85**

**COUNTY EXTENSION:** BON HOMME COUNTY, CONFERENCE, 115.81, **TOTAL: $115.81**

**WEED:** LA COOP, WATER/SUPPLIES, 45.85, **TOTAL: $45.85**

**HIGHWAY:** AMERICAN GARAGE DOOR, REPAIR/MAINTENANCE, 228.98, RYAN KOTT, SERVICES, 200.00, THE ROAD GUY CONSTRUCTION, CHIP & FOG SEAL, 418000.00, DEH LAND & CATTLE, SERVICES, 200.00, SIGN SOLUTIONS, SIGNS, 218.08, LA COOP, FUEL/SUPPLIES, 2369.52, LIEUWEN’S, SUPPLIES, 9.15, NEWMAN SIGNS, SIGNS, 575.58, NORTHWESTERN ENERGY, UTILITIES, 21.03, **TOTAL: $421,822.34**

**COMMUNICATIONS CENTER:** TRITECH SOFTWARE, ANNUAL MAINTENANCE, 6152.61, **TOTAL: $6152.61**

**GRAND TOTAL: $464,818.19**

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Nick Stotz, Chairman Auditor/Deputy Auditor