

Charles Mix County
Board of Commissioners
Regular Session
February 15, 2018

The Charles Mix County Board of Commissioners met in regular session on February 15, 2018 at 10:00 am. Chairman Keith Mushitz opened the meeting with the Pledge of Allegiance and called the meeting to order with Commissioner Jack Soulek present. Also present was Auditor Sara K. Clayton and Sherri Fuchs.

Agenda:

A motion was made by Soulek and seconded by Mushitz to approve the Agenda as presented. All in favor, motion carried.

Minutes:

A motion was made by Soulek and seconded by Mushitz to approve the minutes from the February 8, 2018 regular session. All in favor, motion carried.

Veteran Services:

Erin Brown met with the Commission. Discussion was held on the resignation of Todd Breen at Veteran Service Office. No action taken.

Plat:

A motion was made by Mushitz and seconded by Soulek to approve the Plat of Tract 1 of Severson Addition in the Southwest quarter (SW1/4) of Section 20, Township 99 North, Range 68 West of the 5th P.M., Charles Mix County, South Dakota. All in favor, motion carried.

Bills:

A motion was made by Soulek and seconded by Mushitz to approve the bills as presented. All in favor, motion carried.

Travel:

A motion was made by Mushitz and seconded by Soulek to approve travel for Jack Soulek to Commissioner Workshop on March 14-15, 2018 in Pierre, SD. All in favor, motion carried.

Book Archiving:

Discussion was held concerning digital archiving of record books. Prices will be researched.

EDS Action Form:

A motion was made by Soulek and seconded by Mushitz to approve the Personnel Action Form for Michael Kotab for salary adjustment. All in favor, motion carried.

4-H Advisor:

4-H Advisor Stephanie Chambliss met with the Commission. Discussion was held on travel for the Spring Professional Development Conference on March 20-22, 2018 in Sioux Falls, SD. A motion was made by Soulek and seconded by Mushitz to approve the travel for Stephanie Chambliss. All in favor, motion carried.

Amended 2018 Salary Resolution:

A motion was made by Soulek and seconded by Mushitz to approve the Amended 2018 Salary Resolution as presented. All in favor, motion carried.

Resolution 2018-01
2018 Wage Resolution
Amended

BE IT RESOLVED that the Charles Mix County Board of Commissioners adopt the following wage and policy scale for Charles Mix County Employees to be effective January 21, 2018 through January 20, 2019. This Resolution, when adopted, will nullify all previous wage scales.

Elected Officials: Sherri Fuchs, Auditor, 43,097.64 per year, Karol Kniffen, Treasurer, 46,675.20 per year, Steven Cotton, States Attorney, 67,329.60 per year, Randy Thaler, Sheriff, 58,926.36 per year.

County Commissioners: Keith Mushitz, 12,064.00 per year, Neil VonEschen, 12,064.00 per year, Jack Soulek, 12,064.00 per year.

Appointed Officials: Julie Pavel, Registrar of Deeds, 44,865.60 per year, Todd Breen, Veteran Service Officer, 24,523.20 per year, Denise Weber, Director of Equalization, 42,515.20 per year, Scott Podhradsky, Deputy States Attorney, 75,420.80 per year, Tracie Feenstra, Paralegal, 51,084.80 per year, Jon Finney, Weed Supervisor, 36,899.16 per year, Derik Rolston, Chief Deputy/Investigator, 50,835.12 per year, Doug Kniffen, Highway Superintendent, 49,691.16 per year, Mike Kotab, Emergency Disaster Manager, 31,200.00 per year, Chad Peters, Coroner, 100.00 per case.

Auditor: Sara Clayton, Deputy Auditor, 14.50 per hour, Payton Dyer, Administrative Assistant, 13.51 per hour.

Treasurer: Michelle Wentland: Deputy Treasurer, 18.09 per hour.

Registrar of Deeds: Marcia Bierman, Deputy Registrar of Deeds, 14.38 per hour.

Director of Equalization: Karen Krcil, Deputy Director of Equalization, 16.88 per hour, Angelia Tronvold, Administrative Assistant, 14.38 per hour.

GIS Administrator: Noreen Strid, 18.31 per hour.

Custodian: Randy Winckler, 18.07 per hour.

States Attorney: Abigail Harer, Administrative Assistant, 14.38 per hour.

Weed Department: Josh Rouse, Assistant, 15.61 per hour, Weed Board Members, 75.00 per meeting plus mileage.

WIC: Lynn Namminga, Administrative Assistant, 17.38 per hour.

Nurses: Angelica Frederick, Administrative Assistant, 15.73 per hour.

Sheriff Department: Amanda Frandsen, Administrative Assistant, 15.73 per hour, Jacqueline Brecke, Administrative Assistant, 16.61 per hour, Ryan Paulson, Deputy, 17.39 per hour, Isaac Sauder, Deputy, 15.51 per hour, Janet Budavich, Deputy, 15.51 per hour, Michael Barron, Deputy, 15.26 per hour, Robert Abdo Jr, Deputy, 15.37 per hour.

Jailers: Warren Bender, 15.61 per hour, Jarred Niehus, 15.13 per hour, Gary Rada, 17.69 per hour, Jonathan Werkmeister, 13.51 per hour, Thomas Miller, 13.51 per hour, Kevin Carda, 13.26 per hour, Mason Dion, 13.26 per hour.

911 Dispatchers: John Crisman, 18.07 per hour, Paul Namminga, 18.07 per hour, Charles Marcinko, 16.68 per hour, Jacqueline Brecke, 17.23 per hour, Tammy DeJong, 14.88 per hour.

911: Randy Thaler, 911 Coordinator, 6,000.00 per year, Denise Weber, 3,000.00 per year, Noreen Strid, 3,000.00 per year, Board Members, 75.00 per meeting plus mileage.

Highway Department: Madonna Woods, Administrative Assistant, 17.42 per hour, Doug Cimpl, Foreman, 19.11 per hour, Ron Cuka, Crewman, 18.07 per hour, Mark Soukup, Crewman, 18.07 per hour, Mike Fuchs, Crewman, 17.20 per hour, Jerry Horst, Foreman, 19.36 per hour, Rodney Wright, Crewman, 16.73 per hour, Dallas Kok, Crewman, 18.19 per hour, Rick Sternburg, Foreman, 19.49 per hour, Chad Koopal, Crewman, 17.47 per hour, Nick Holter, Crewman, 17.20 per hour, Josh Tatum, Crewman, 15.38 per hour, Nathan Bierman, Crewman, 14.26 per hour.

24/7: 12.40 per hour

Election Workers: Election School, 25.00 per day, Precinct Superintendent, 150.00 per day, Precinct Worker, 135.00 per day, Absentee Board, 15.00 per hour, Night Worker, 15.00 per hour, Courthouse Employees, regular hourly rate.

Starting Wages:

Courthouse Employees: 13.00 per hour

Highway Employees: 14.00 per hour

FT – Sheriff Deputy – Certified: 15.25 per hour

FT – Sheriff Deputy – Uncertified: 15.00 per hour

FT – Jailer / 911 – Certified: 13.50 per hour

FT – Jailer / 911 – Uncertified: 13.00 per hour

PT - Sheriff Deputy – Certified: 16.25 per hour
PT - Sheriff Deputy – Uncertified: 15.00 per hour
PT - Jailer / 911 – Certified: 13.50 per hour
PT - Jailer / 911 – Uncertified: 13.00 per hour
All Part-time Hires: 13.00 per hour

All wage scales are subject to amendment and change by the Board of Commissioners at any time upon proper resolution.

A motion was made by Soulek and seconded by Mushitz to adopt the 2018 Wage Amended Resolution as presented. All in favor, motion carried.

Keith Mushitz, Chairman

Neil VonEschen, Vice-Chairman

Jack Soulek, Commissioner

Legislative Audit:

Toby Qualm met with the Commission. Discussion was held concerning the 2015-2016 County Audit. No action taken.

Fuel Quotes:

A motion was made by Soulek and seconded by Mushitz to approve the Fuel Quotes from February 15, 2018 to March 14, 2018. All in favor, motion carried.

District #1 Wagner

Diesel Fuel - Country Pride	#1 2.43	#2 2.46
Propane - Best Propane		1.33

District #2 Lake Andes

Diesel Fuel - Country Pride	#1 2.43	#2 2.46
Propane - Lake Andes Farmers Coop		1.26

District #3 Platte

Diesel Fuel - Severson Oil	#1 2.30	#2 2.05
Propane - Samuelson Tire		1.10

County Highway Shop Geddes

Diesel Fuel - Geddes Coop	#1 2.56	#2 2.22
Propane - Severson Oil		1.20

Bid Letting:

Bid letting was held by the Commissioners for the following projects:

Bridge Repair:

Hollaway

Hourly rate of \$420/hr. which will include equipment, labor, County furnished bridge materials and taxes to complete the project. A motion was made by Soulek and seconded by Mushitz to award the bid for Bridge Repair to Hollaway. All in favor, motion carried.

Asphalt Patching:

Commercial Asphalt

Furnish & Place Asphalt Concrete, Class G, Type 2 \$92.00 / ton

Furnish Asphalt Concrete, Class G, Type 2 at the supplier source to be loaded on county trucks, location of sources are Mitchell Plant \$58.00 / ton and Kurtz Pit \$65.00 / ton.

A motion was made by Mushitz and seconded by Soulek to award the bid for Asphalt Patching to Commercial Asphalt. All in favor, motion carried.

Charles Mix County Chip Seal:

The Road Guy Construction Co. Inc.

Segment 103R05BB – 6 miles:

Chip Seal in place \$94,722.00

Fog Seal in place \$26,400.00

Total \$121,122.00

Segment 107CC3BB/109CC3BM – 9 3/8 miles:

Chip Seal in place \$148,003.00

Fog Seal in place \$41,250.00

Total \$189,253.00

Segment 20P54BB – 1 1/2 miles:

Chip Seal in place \$23,680.00

Fog Seal in place \$6,600.00

Total \$30,280.00

TopKote, Inc.

Segment 103RO5BB – 6 miles

Chip Seal in place \$96,322.68

Fog Seal in place \$22,641.54

Total \$118,964.22

Segment 107CC3BB/109CC3BM – 9 3/8 miles:

Chip Seal in place \$150,504.19

Fog Seal in place \$35,377.41

Total \$185,881.60

Segment 20P54BB – 1 1/2 miles:

Chip Seal in place \$24,080.67

Fog Seal in place \$5,660.39

Total \$29,741.06

A motion was made by Soulek and seconded by Mushitz to award the bid for Chip Seal to TopKote, Inc. All in favor, motion carried.

Beadle County Bid:

A motion was made by Soulek and seconded by Mushitz to approve the Beadle County for culverts and bridge materials. All in favor, motion carried.

Lake Andes Cold Storage Building:

Bids were opened from Wagner Building Supply in the amount of \$163,066.50 and Summit Contracting in the amount of \$199,999.90. A motion was made by Soulek and seconded by Mushitz to award the bid to Wagner Building Supply for a 76'X168' Pole Building. All in favor, motion carried.

GIS Administrator:

Noreen Strid met with the Commission. Discussion was held concerning the purchase of a new office printer from Green Eggs and Ram of Sioux Falls, SD for a price of \$249.00. A motion was made by Mushitz and seconded by Soulek to approve the purchase of the printer. All in favor, motion carried.

Executive Session:

A motion was made by Soulek and seconded by Mushitz to enter into executive session at 11:45am to discuss personnel. All in favor, motion carried. Chairman Mushitz declared an end to executive session at 12:10pm with no action taken.

Adjourn:

A motion was made by Soulek and seconded by Mushitz to adjourn until next regular session on March 8th, 2018 at 10:00 am. All in favor, motion carried.

Bills: COMMISSIONERS: Platte Enterprise, Publishing, 270.52; **Total: \$270.52**

COURTS: Ray Cournoyer, Expert Witness, 930.00; Robin Anderson, Court Reporter, 30.60; Verizon Business, Utilities, 98.84; Thomson Reuters, Books, 950.00; **Total: \$2,009.44**

AUDITOR: Mcleod's Office Supply, Supplies, 646.49; Platte Enterprise, Publishing, 42.00; **Total: \$688.49**

STATES ATTORNEY: Myers Sanitation, Utilities, 51.66; **Total: \$51.66**

COURT APPOINTED ATTORNEY: Swier Law Firm, Court Appointed Attorney-K, 442.00, Court Appointed Attorney-S, 935.60, Court Appointed Attorney-L, 671.20, Court Appointed Attorney-G, 510.80; Timothy R. Whalen, Court Appointed Attorney-R, 361.20, Court Appointed Attorney-T, 1,467.70, Court Appointed Attorney-D, 406.25; **Total: \$4,794.75**

GOVERNMENT BUILDINGS: Myers Sanitation, Utilities, 114.35; **Total: \$114.35**

REGISTRAR OF DEEDS: Mcleod's Office Supply, Supplies, 80.00; **Total: \$80.00**

JAIL: Platte Enterprise, Publishing, 45.50; **Total: \$45.50**

JUVENILE DETENTION: Lutheran Social Services, Prisoner Housing-LL, 1,488.64; Minnehaha County Regional Juvenile, Prisoner Housing-KD, 6,956.40, Prisoner Housing-FF, 1,570.80; **Total: \$10,015.84**

MENTALLY ILL: Lucy Lewno, Services-DJ, 166.74, Services-HD, 166.47; Mark Katterhagen, Services-DJ, 15.00, Services-HD, 15.00; Darcy Lockwood, Services-DJ, 15.00, Services-HD, 15.00; Yankton County Sheriff's Office Department, Civil Papers-DJ, 50.00; Yankton County Treasurer, Mental Health Services-CJ, 118.75, Mental Health Services-BP, 118.75, Mental Health Services-HD, 118.75; **Total: \$799.19**

MENTAL HEALTH CENTERS: Lewis & Clark Behavioral Health Services, BMI Intake, 160.00, BMI Intake-CJ, 160.00, BMI Intake-HD, 160.00; **Total: \$480.00**

COUNTY FAIR: City of Lake Andes, Utilites, 57.17; Commercial State Bank, Supplies, 47.84; Lake Andes Farmer's CO-OP, Keys & Caps, 10.44; **Total: \$115.45**

COUNTY EXTENSION: Cahoy's General Store, Supplies, 31.46; SDSU Extension, County 4H Advisor Salary, 19,436.00; Platte Food Center, Supplies, 3.52; Commercial State Bank, Supplies, 146.57; Office Products Center, Supplies, 105.72, Book Shelf, 649.99; **Total: \$20,373.44**

WEED: Benco, Machinery, 5,258.80; Geddes Farmers CO-OP, Fuel, 396.45; **Total: \$5,655.25**

HIGHWAY: I-State Truck Center, Equipment Repairs, 923.17, Repair Parts, 758.15; Butler Machinery Co., Repair Parts, 320.10, Oil, 113.31; Garrett Tires & Treads, Tires, 837.90; Myers Sanitation, Garbage, 25.83; Richarz Repair, Loader Repairs, 1,533.32; Sanitation Products, Repair Parts, 609.74; Schuurmans Farm Supply, Repair Parts, 408.88; Randall Community Water District, Water, 28.20; Avera St. Benedict, DOT CDL Drug Test, 106.00; Charles Mix County, Utilities, 172.50; Country Pride Cooperative, Tire Repair, 15.00, Diesel, 852.58; Geddes Farmers CO-OP, Tire Repair, 20.00, Gas, 372.20; Rog's Auto, Repair Parts, 28.58; Kuip's Corner Hardware, Shop Supplies, 14.78; Lake Andes Farmer's CO-OP, Shop Supplies, 40.99; Mark's Machinery, Repair Parts, 146.52; Meyerink Farm Service, Equipment Repairs, 864.15, Repair Parts, 1,401.74; Midwest Ag Center, Shop Supplies/Repair Parts, 62.91; Northwestern Energy, Electricity, 115.07; Ron's Auto Glass Repair, Fix Rock Chips, 60.00; Severson Service, Tire Repair, 17.50; Severson Oil Company, Propane/Heating, 560.60; Transource, Equipment Supplies, 134.59; SD Public Assurance Alliance, Lowboy Trailer Insurance, 582.21; Vogt's Repair, Power Washer, 7,258.72; Prorate Services, DOT CDL Drug Test, 35.00; Wagner Building Supply, Shop Supplies, 288.25; Wagner Auto Supply, Repair Parts, 1.99; **Total: \$18,710.48**

EMERGENCY DISASTER: Dante Fire Department, Rent, 180.00; Michael Kotab, Mileage, 293.16; B&L Communications, Services, 1,440.00; Charles Mix Electric, Utilities, 46.64; Pechous Publications, Publishing, 94.50; **Total: \$2,054.30**

GRAND TOTAL: \$66,258.66

Keith Mushitz, Chairman

Sara K. Clayton, Auditor

"Publish once at the cost of \$____."