

August 4, 2020  
Regular Meeting

The Deuel County Commissioners met in regular session on Tuesday, August 4 at 9:00 a.m. in the Commission Room of the Courthouse with Chairman Jaeger presiding. Those present were Commissioners Rhody, Jaeger, DeJong, Homan and Kreutner. Also present was Auditor Mary Korth. The meeting began with prayer and the Pledge of Allegiance.

**Approval of Agenda**

1) Kreutner moved, seconded by Homan to approve the agenda as presented. All voted yes and the motion carried.

**Approval of Minutes:**

2) DeJong moved, seconded by Jaeger to approve the minutes of the regular meetings of July 7<sup>th</sup> and July 21<sup>st</sup> along with minutes from special meetings July 8<sup>th</sup> and July 29<sup>th</sup>. All voted yes and the motion carried.

**APPOINTMENTS**

**9:00 Highway Superintendent Jamie Hintz**

Hintz along with Foreman Jamie Broksieck met with the Commissioners to discuss several items. The BIG Program required an amended resolution for State Funds. 3) Rhody moved, seconded by Homan to approve and sign Resolution 20-27 entitled Bridge Improvement Grant Program Resolution Authorizing 5 Year County Plan Amendments. All voted yes and motion carried.

**RESOLUTION #20-27  
BRIDGE IMPROVEMENT GRANT PROGRAM RESOLUTION  
AUTHORIZING 5 YEAR COUNTY PLAN AMENDMENTS**

WHEREAS, \_\_\_\_\_ Deuel County \_\_\_\_\_ Wishes to amend their previously Approved 5 Year County Plan for the Bridge Improvement Grant Program:

ADDITION/REMOVAL OF STRUCTURE NUMBER(S) AND LOCATION(S):

ADD Structure No. 20-108-200

Located 0.8 miles east of intersection of 186 St. & SD Hwy 15

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the Amended 5 Year County Highway and Bridge Improvement Plan, previously approved on Oct. 1, 2019

Vote of Commissioners/Council: Yes      5      No      0  
\_\_\_\_\_

Dated at Clear Lake, SD, this 4th day of August, 2020.

ATTEST:

Mary Korth  
County Auditor/City Finance Officer

Gary Jaeger  
Chairman/Mayor

Discussion was held on other areas of concern for the Highway Department. Hintz presented a Right of Way Occupancy from Otter Tail Power Company for an overhead transmission line. 4) Rhody moved, seconded by DeJong to sign the Application for Occupancy Right-Of-Way of County Roads for Otter Tail Power Company on Hwy 315 in sections 19 and 20-113-48. All voted yes and motion carried.

Discussion was held on updating the fuel pumps at the Highway Shop as they are not calculating correctly. This was found not to be a theft or fraud issue but rather a mechanical issue. Hintz feels the pump is too old to be repaired. Hintz is looking at quotes for purchasing a new one with a key system.

Hintz informed the Board of two trucks that are in need of some expensive repairs. Discussion was held on less expensive routes, selling the trucks and other ideas.

Discussion was held on the bridge work done in the county. One is fully complete, the others are coming along well. Hintz and Broksieck updated the Board on the many happenings of the Highway Department.

5) Rhody moved, seconded by Kreutner to transfer \$600,000 from General Fund Cash to Highway and Bridge Fund per 2020 budget. All voted yes and motion carried.

**9:30 Emergency Manager Sheila Monnier**

Monnier met with the commissioners to discuss several things. She asked for approval for the purchase of Automated External Defibrillators (AEDs) which were discussed in a previous meeting. Grant monies have been received for the purchase of these machines. 6) Homan moved, seconded by DeJong to purchase three AEDs in the amount of \$4575 using grant money available. All voted yes and motion carried. These will be placed in the 4-H Service Center, West Building and Courthouse. Monnier suggested AED and CPR training for county employees.

Monnier updated the Board of happenings in her department.

Monnier went on to discuss the Cares Act and reimbursement for her salaries. The Cares Act would reimburse 100% but it isn't a guarantee where if she continued with reimbursement through LEMPG it would remain at 50%. She had discussed with Auditor Korth and they thought with the large reimbursement we are already getting through the Cares Act, it would be best to continue this year with LEMPG.

Monnier spoke of upcoming travel and submitted a request.

The commissioners spoke with Monnier about the 2021 salary scale introduced by the salary committee for the Emergency Manager. They are asking for input from all department heads. Monnier stated she was satisfied and appreciated the work put into reviewing the departments pay scales.

**9:45 Drainage Board/Todd Nielsen**

7) DeJong moved, seconded by Homan to adjourn as County Commission and reconvene as Drainage Board. All voted yes and the motion carried.

Todd Nielsen requested a permit to drain on the N1/2NW1/4 of 25-114-50. Proposed length of the drain is 4500 feet using 5-6" tile. Area affected for drainage will be 20 acres. Adjoining landowners had signed Permission To Drain. 8) Homan moved, seconded by Rhody to approve and issue Drainage Permit #D20-28 to Todd Nielsen to drain on above described property. All voted yes and the motion carried.

**10:00 Drainage Board/Wade Gubrud**

Wade Gubrud requested a permit to drain on the E1/2NW1/4 of 25-114-49. Proposed length of the drain is 4000 feet using 8" & 4" tile. Area affected for drainage will be 20 acres. Adjoining landowners had signed Permission To Drain. 9) DeJong moved, seconded by Kreutner to approve and issue Drainage Permit #D20-29 to Wade Gubrud to drain on above described property. All voted yes and the motion carried.

Wade Gubrud requested a second permit to drain on the SE1/4SW1/4 of 25-114-49. Proposed length of the drain is 3500 feet using 8" & 4" tile. Area affected for drainage will be 20 acres. Adjoining landowners had signed Permission To Drain. 10) Rhody moved, seconded by Homan to approve and issue Drainage Permit #D20-30 to Wade Gubrud to drain on above described property. All voted yes and the motion carried.

**10:20 Drainage Board/Drainage Officer Jodi Theisen; Auditor Mary Korth; State's Attorney John Knight**

A court ruling in Davison County was presented to the Drainage Board on the advice of East Dakota Water Development District Manager Jay Gilbertson. Auditor Korth passed the information along to the commissioners along with the advice from Gilbertson that a Drainage Board is not necessary, in fact it is tempting trouble. There are only three of 66 counties in South Dakota with a Drainage Ordinance. Gilbertson wanted to pass along there is a reason for that. State's Attorney John Knight was present for discussion. Knight concurred with the agreement that Deuel County Drainage Ordinance should be repealed. Discussion was held on the matter. State's Attorney John Knight will proceed with starting the process to repeal the drainage ordinance. There will be no more drainage hearings or applications accepted until a decision is made next regular commission meeting.

11) Rhody moved, seconded by Kreutner to adjourn as Drainage Board and reconvene as County Commission. All voted yes and the motion carried.

**10:30 Salary Meetings with Department Heads; Zoning Officer Jodi Theisen**

The Commissioners along with some members of the salary committee had recently developed some salary scales following the salary pattern of the Highway Department for 2020.

A blanket scale for Courthouse deputies (not Sheriff deputies) was given for review along with individual department head scales. The commissioners asked that each department head review their own and wanted to reach out for any comments or suggestions.

Theisen reviewed her scale and commented. She appreciated the review of the salaries and made positive comments concerning the Zoning Salary Scale 2021.

**10:40 Treasurer Jen Mewherter**

Mewherter reviewed her salary scale as well as the deputy scale. She said it was a step in the right direction. She thought the scales were done very well and she was happy with the results.

**10:50 Register of Deeds Casey Severson**

Severson reviewed her salary scale as well as the deputy scale. Severson appreciated the scales, had some minor questions but was happy with the work that was done on it.

**11:00 Custodian Scott Ruby**

Ruby reviewed his salary scale and commented. He stated he was grateful for an increase but there was much discussion on comparison of wages for his position.

**11:10 Director of Equalization Donna Rhody**

Director Rhody reviewed her salary scale as well as the deputy scale. Director Rhody wanted to see more grades to include appraiser. She had many comments about comparisons and how the comparisons were used from other counties. Commissioner Homan suggested she present a scale for the DOE Office she thought would be more satisfactory and the Board would review it.

**11:30 State's Attorney John Knight**

**Executive Session 11:30**

12) Rhody moved, seconded by DeJong to move into Executive Session pursuant to SDCL 1-25-2(3) for the purpose of consulting with legal counsel. Roll call vote, all yea and the motion carried. Chairman Jaeger declared the meeting out of executive session at 12:25.

State's Attorney John Knight was also asked to review his salary scale as well as the deputy scale. He commented that it looked satisfactory and he was more than happy with the scale. Some discussion was held on the deputy scale as well in comparisons with legal secretary pay.

13) DeJong moved, seconded by Kreutner to finalize the transfer of title of the downtown Extension building located at 419 3<sup>rd</sup> Ave. South, Clear Lake, SD or Lot 9, Block 9, Original Plat, Town of Clear Lake, Deuel County, SD. All voted yes and motion carried.

**Public Comments**

There were no public comments at this meeting.

**UNFINISHED BUSINESS**

**County West Building Agreement**

State’s Attorney John Knight is still working on a final draft of the rental/use agreement for the County West building on SD Hwy 22. He needs to gather some more information before the agreement is approved.

**Custodian Phone Stipend**

14) DeJong moved, to approve the monthly stipend to Custodian Scott Ruby for use of his private phone for janitorial business in the amount of \$20.00. Motion died for failure of second. 15) Kreutner moved, seconded by Homan to approve the monthly stipend to Custodian Scott Ruby for use of his private phone for janitorial business in the amount of \$25.00. All voted yes and motion carried.

**NEW BUSINESS**

**Approve Cash Balance Sheet**

16) Homan moved, seconded by Rhody to approve the cash balance sheet for the month of July. All voted yes and motion carried.

**DEUEL COUNTY AUDITOR’S ACCOUNT WITH TREASURER**

<b>END OF MONTH CASH BALANCE</b>	<b>JULY 2020</b>
CASH TOTAL	\$ 1,352.49
CHECKS TOTAL	\$ 38,018.89
CASH ITEM	\$ 0
CASH CHANGE SHERIFF	\$ 50.00
TOTAL CASH ASSETS ON HAND	\$ 39,421.38
CHECKING ACCOUNT BALANCE	\$ 234,430.11
MM DNB NATIONAL BANK	\$ 4,063.00
PREMIUM MM FIRST BANK & TRUST OF TORONTO	\$4,913,552.35

CREDIT CARDS					\$ 1,016.47
CD'S	\$250,000	DNB			\$ 250,000.00
		\$0	FIRST BANK & TRUST		
REVOLVING LOAN					\$ 117,563.10
<b>GRAND TOTAL CASH ASSETS</b>					<b>\$5,560,046.41</b>
GL CASH BALANCE BY FUNDS:					
GENERAL					\$3,699,429.09
SP REVENUE FUNDS					\$1,562,412.98
TRUST & AGENCY FUNDS					\$ 298,204.34
townships	\$60,485.12	cities	\$13,542.04		
schools	\$17,075.94	rural fire	\$27,301.51		
<b>TOTAL GENERAL LEDGER CASH</b>					<b>\$5,560,046.41</b>

**Otter Tail Power Co Potential Bid/ Travel Requests**

Auditor Korth was contacted by Brad Nelson of Otter Tail Power Company about inspecting and bidding a competitive quote for the heating and cooling system in the Courthouse. They have been asking different counties if they could schedule a walk through to examine the systems and see if updating would be feasible at this time. They offer rebate packages and other money saving options. A Board member and Custodian will schedule a walk through with Otter Tail Power.

17) Rhody moved, seconded by Jaeger to approve travel request of Emergency Manager Sheila Monnier for classes in Sioux Falls on Aug. 18 and 19 as well as classes in Spearfish September 13 through 17; and for county officials to attend fall convention in Sioux Falls on September 14 and 15. All voted yes and motion carried.

**APPROVAL OF WARRANTS:**

18) Rhody moved, seconded by Kreutner to approve all warrants as presented and those paid early to avoid service charge. All voted yes and the motion carried. *Warrants To:* A&B Business Solutions 162.59 Supplies, A-Ox Welding Supply Company In 48.11 Rental, Al's Tool Distributing 569.00 Supplies, Appera 167.02 Rugs, At&T Mobility 381.98 Utilities, Avera Occu Med 73.55 Pro Service, Banner Associates Inc 46016.05 Pro Service, Bituminous Paving Inc 2290.00 Supplies, Bjerke Sanitation 230.00 Utilities, Bowes Construction Inc 25063.11 Supplies, Bratland Law 1047.60 Pro Svcs, Kayla Bucknell 52.10 Judge Fee, Butler Machinery Co 199.84 Repair, Credit Collections Bureau 1.70 Lien, Certified Languages 49.50 Pro Service, Clear Lake Building Center 35.89 Supplies, City Of Clear Lake 208.70 Utilities, Clear Lake Courier 1329.12 Publishing, Clear Lake Historical Society 2000.00 Yearly Support, Claims Assoc 5000.00 Deductible, Climate Control, 13195.80 Supplies, Deuel County Farmers Union Oil

3881.40 Repair/Supplies, Deuel County Motor Supply Inc 415.19 Repair/Supplies, Deuel Area Dev Inc 3750.00 3<sup>rd</sup> Qtr Support, DK Diesel 42.00 Repair, Ecolab 54.00 Pro Service, Equipment Blades Inc 1400 Repairs, First Bank & Trust 2673.66 Credit Card, Flat Rate Inc 260.00 Supplies, Fritz Chevrolet Inc 218.28 Repair, Gary Historical Society 2000.00 Yearly Support, Heiman Inc 224.00 Pro Service, Inter-Lakes Comm Action Inc 1666.75 Support, Itc 2019.82 Utilities, Mark Katterhagen 24.00 Pro Service, Kibble Equipment Llc 415.72 Repair, LG Everist Inc 3914.95 Supplies, Lehtola Builders, Inc 157704.69 Prof Bridg Work, Deb Lessman 166.77 Travel/Supplies, Lucy Lewno 299.75 Pro Service, Darcy Lockwood, 24.00 Pro Service, Pam Luecke 50.00 Pro Service, Maynards 38.53 Supplies, Mebulbs 270.94 Supplies, Microfilm Imaging Systems 90.00 Rental, Byron Nogelmeier 145.00 24/7 Due To State, Northwestern Energy 177.84 Utilities, Office Peeps Inc 1309.46 Supplies/Pro Service, Ottertail Power Co 95.87 Utilities, Overhead Door Co of Wtn 429.90 Repair, Powerplan Oib 1771.73 Repair, Pr Lakes Health 85.00 Ck Pro Service, Quadient Leasing Usa Inc 139.73 Supplies, Georgialee Quail 55.88 Judge Fee, RC First Aid 20.00 Supplies, Rc Technologies 150.00 Utilities, Rnc Cabinets 1752.79 Minor Equip, Roelofsen Imp 65.28 Repair, Ron's Saw Shop 6.22 Repair, Running's Supply Inc 89.98 Supplies, Sanford Clinic 2861.10 Health Nurse, Sd Dept Of Labor & Reg 1681.84 Unemployment Ins, Sd Dept Of Transportation 1251.93 Fuel, State Of Sd 340.00 Pro Service, South Dakota Partners Inc. 160.00 Supplies, SDACC 2818.00 Clerp, SDVSA C/o/Sec/Treas 100.00 Travel/Conf, Sioux Valley Coop 159.00 Supplies, Sterzinger Crushing Inc 389.00 Supplies, Sturdevant's Auto Parts 49.12 Repair, Thomson Reuters 1389.78 Books, Titan Machinery 255.95 Repairs, Tri State Water Inc 31.00 Supplies, Truenorth Steel Inc 32117.38 Bridge Supplies, Ultra Bright Lightz Llc 479.98 Minor Equip, Ultra-Connecting Point 12375.00 Pro Service, Valley Queen Cheese Factory 122.78 Supplies, Warne Plumbing & Heating 4146.13 Equip/Repair, Warne Chem & Equip 1744.00 Repairs. *Payroll:* Commissioners 8547.35, Election 132.92, Auditor Office 12719.35, Treasurer Office 8199.92, State's Atty Office 8753.15, Gen Building 3751.40, Dir of Equal Office 12615.30, Reg of Deeds Office 7142.83, VSO 1216.55, GIS 659.45, Sheriff's Dept 30111.66, County Assist 398.74, 4-H Service Center 223.52, Extension 2424.25, Weed 5618.75, Drainage 113.91, Zoning 4857.63, Hwy Dept 59361.69, Emerg Mngmt 3276.01, DNB National Bank 12.94 Payroll Proc.

19) Rhody moved, seconded by Kreutner to adjourn. All voted yes. Meeting adjourned.

Mary J Korth, County Auditor

Gary Jaeger, Chairman

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