

**Unapproved**  
**MARSHALL COUNTY COMMISSION MEETING**  
**Britton, South Dakota**

The Board of County Commissioners met in regular session at 9:00 a.m. on January 2, 2018 at the Marshall County Courthouse. Members present were Luttrell, Symens, Knebel, Schuller and Medhaug.

**REORGANIZATION:**

County Auditor Megan Biel presided and nominations opened for a new chairperson. Knebel moved to nominate Commissioner Medhaug, Symens seconded that motion. Luttrell moved that nominations cease. Schuller seconded that nominations cease. All members voted aye to elect Commissioner Medhaug as Chair. The chairman has the authority to make and/or second motions as well as set the rules of order for the board. Luttrell moved, Knebel seconded to nominate Commissioner Symens as vice-chairperson. Medhaug moved, Schuller seconded that nominations cease. All members voted aye to elect Commissioner Symens as vice-chairperson.

Weed Board: Commissioner Symens, Ron Jarrett, Mike Nelson, Hans Nelson, John Knebel. Weed board members to receive \$40.00 per diem per meeting.

Glacial Lakes Assn.: Commissioner Medhaug

GLAD Board: Commissioner Schuller

Marshall County Healthcare Center Board: Commissioner Knebel

Marshall Regional Railroad Authority Board: Commissioners Knebel & Symens

Northeast Council of Governments: Commissioners Luttrell & Symens

Commissioners to receive \$40.00 per Diem, plus federal mileage rate to attend above board meetings.

Promotion and Expansion Committee: Commissioner Knebel

Promotion and Expansion Committee Members: Karole Chapin, LeRon Knebel, Ehren Grupe, Vicki Renner, Jennifer Carlson, Rhonda Hardina, Stephanie Brandt, Ashley Hagen, Youth Members: Kordell Feldhaus, Haley Ringkob, Weston Henschel and Ryan Punt.

Board members receive \$40.00 per diem, plus federal mileage rate excluding Promotion and Expansion Committee members.

Zoning Board: All Commission Board members. Zoning board members will receive \$40.00 per diem per zoning board meeting.

County buildings: All Commission Board members

Northeast Mental Health Center Board: To Be Determined.

Emergency Management: (Chairman of the Committee) Chairman and Vice-chairperson

Drainage Board: All Commission Board Members

EMT's to receive \$40.00 per diem for attending a monthly continuing education meeting. No compensation for mileage.

Official Newspapers: Britton Journal and Langford Bugle

Mortgage Foreclosure Sites: Courthouse, Britton. South Dakota Wheat Growers, Langford. Great Plains Bank, Eden. Front door of the post office, Lake City Town and Veblen City.

Burial Expense: A maximum fee of \$2,750.00 for a county funeral, \$2,000.00 for a cremation, plus grave liner and opening and closing at invoice amount.

Election Expense: Fee for Election Superintendent, deputies and interpreters to be set at \$10.00/hour for all election workers. The fee to attend the school of instruction will be \$10.00 plus federal mileage rate from the workers home to the school and back home. The election worker returning election supplies to the courthouse will be paid federal mileage rate from the precinct to the courthouse and back to their home.

Expense Allowance: Expense allowance for county employees to attend educational meetings throughout the year will be federal mileage rate for mileage reimbursement if a county vehicle is not available, state mileage rate if a county vehicle is available; room rates as charged, with state rates recommended if available. A maximum of \$26.00/day for meals is allowed. Receipts must accompany voucher for meals, registration, lodging, etc. Prior approval by the board must be given before attending any meeting for expenses to be allowed.

Bank depositories: First Savings Bank, Britton. Great Plains Bank, Eden. 1<sup>st</sup> State Bank of Claremont, Langford. Norstar Federal Credit Union, Britton.

### **SALARIES:**

Knebel moved, Symens seconded to approve the following salaries effective December 24, 2017:

**ELECTED OFFICIALS:** Annually Commissioners Leron Knebel Sr., Matthew Schuller, Lynda Luttrell, Paul Symens, Doug Medhaug \$5,988.82, plus \$1039.00 per Diem; Auditor Megan Biel, Treasurer Ruby Hagen Register of Deeds Kalissa Stelzer, \$42,325.39, State's Attorney Dana Frohling, \$36,299.98; Sheriff Dale Elsen \$62,743.90 Dan Neiber, County Coroner \$200.00 per viewing plus an additional \$200 when an autopsy is required. Lori Amerman, Deputy Coroner \$75.00 when acting as assistant, \$200 when acting as coroner.

**APPOINTED OFFICIALS:** Per Hour- Dave Daberkow, Veterans Service Officer \$15.95; Linda Haaland, County Welfare Director \$17.02; Annually: Todd Landmark, Emergency Management Director \$12,732.20; Highway Superintendent Dustin Hofland \$42,565.70. Shannon Lee, Director of Equalization \$42,325.39; Zoning Director Shannon Lee \$9,408.27; E911 Coordinator Deb Skonberg \$10,406.90; E911 Assistant Cody Sunderland \$3,763.36

### **HOURLY WAGES:**

**CLERICAL:** Pam Oelkers, Deputy Treasurer; Diane Lentsch, Deputy Register of Deeds/2<sup>nd</sup> Deputy Auditor; Lori Greenmyer, Deputy DOE; Karen Mikkelson, Administrative Assistant, Marshall County Extension Office; Amanda Streier, Deputy Director of Equalization; Linda Haaland, Secretary to County Nurse/WIC 15.95; Jerolyn Smith, 2<sup>nd</sup> Deputy Treasurer 15.04; Shelby Beck, Deputy Auditor 13.97; Arlie Siers, Sheriff Secretary \$16.64. **RADIO DISPATCHERS/JAILERS:** Debra Skonberg \$16.64, Arlie Siers \$16.64. Tarah Kroll \$16.64. Logan Roehr \$15.15, Tara Greseth 16.04; Harley Beck \$13.46; \$100.00 clothing allowance for each dispatcher/jailer.

**JANITORIAL:** Phil Hannasch \$15.95, Lori Greenmyer \$12,859.48/year. Rhonda Elsen \$15.64.

**HIGHWAY DEPARTMENT:** Sandy Dinger, Highway Secretary \$17.56. Larry West, Forman \$18.76. David Anderson \$17.14. Leroy Nelson \$17.14. Terry Nelson \$15.95. Jerry Burger \$16.61. Angelo Aldentaler \$17.42. James Stickland \$16.07. Monte Hoglund 16.04;

WEED DEPARTMENT: David Nelson \$17.76. Richard Benda \$16.66.  
DEPUTY SHERIFF: Aaron Lee \$20.15. Bryan Schreur \$19.35, Cody Sunderland \$20.78. Tyson Bullis \$19.35. Thomas Klein \$19.35, \$200.00 clothing allowance for Sheriff and each deputy. On call time \$3.75/hour.  
AMBULANCE Annually- Primary Advisor Lori Amerman \$7,800, Secondary Advisor Pam Bard \$6,060.08,  
Hourly: EMT I: Pam Bard, Harlan Hilleson, \$22.50. On call time \$3.75/hour.  
EMT B: Lori Amerman, Laurel Behnke, Steve Young, Dan Neiber, Andrew Weber, Logan Roehr \$15.00. On call time \$3.75/hour.  
EVOC DRIVER: Dave Deutsch, Ryan Furman, Cody Schuelke 8.15.  
CPR Classes: Karole Chapin, Kim Roehr \$75.00/class  
All members voted aye.

**AGENDA:**

Symens moved, Knebel seconded to approve the agenda for January 2, 2018. All members voted aye.

**MINUTES:**

Schuller moved, Luttrell seconded to approve the minutes for December 19, 2017. All members voted aye.

**CLAIMS:**

Symens moved, Knebel seconded to approve and pay the following claims. All members voted aye. PAYROLL by department: December 14, 2017: Commissioners 1305.80; Auditor 2718.34; Treasurer 3386.85; States Attorney 1348.94; Courthouse 1710.67; Director 4038.45; Register 2740.16; VSO 600.99; Community Building 661.06; Welfare 477.19; Nurse 442.20; Extension 1232.80; Weed 506.22; Zoning 349.62; Highway 12518.26; Emergency Management 473.14;

EMPLOYER FICA & MEDICARE: First Savings Bank 8080.64

EMPLOYER SOUTH DAKOTA RETIREMENT SYSTEM: 3490.42

A & B BUSINESS INC SOLUTIO	25.28
AMERIPRIDE SERVICES INC	28.81
AVERA-QUEEN OF PEACE HEALT	82.00
BUHLS VALET DRYCLEANERS	16.00
CLAIMS ASSOCIATES, INC	544.75
COLE PAPERS INC	76.32
DOODY LAW OFFICE	454.30
DOUG MEDHAUG	68.48
FROHLING LAW OFFICE	3,605.00
GRAHAM TIRE CO INC	1,949.32
KONICA MINOLTA PREMIER FIN	101.39
LANGFORD TOWN	182.86
LERON KNEBEL	58.85
LYNDA LUTTRELL	25.68
MARCO INC	29.97

OTTER TAIL POWER COMPANY	80.30
PAUL SYMENS	41.73
QUILL CORPORATION	180.20
SANFORD HEALTH	607.00
SD SHERIFFS ASSOCIATION	639.68
SIEGEL BARNETT & SCHUTZ LL	768.67
THE INTERNATIONAL ACADEMIE	5.00
VENTURE COMMUNICATIONS	76.27

**DRIVER’S LICENSING:**

The board discussed an opportunity that has arisen to open a driver’s license renewal office in Marshall County. The office hours would be set by the County Commissioners and would be run by County employees. The county would be paid \$6 per license issued. Applicants would bring all of their information, the office would then scan the information, perform the eye test and take the picture and send all of the info to Pierre. The license would then be mailed to the individual upon approval. Auditor Biel will gather more information to present at the next meeting.

**HIGHWAY:**

Dustin Hofland, Highway Superintendent and Sandy Dinger, Highway Secretary met with the board to discuss Highway Department business. Hofland reported that the Highway department has been working on plowing roads and snow removal as needed. Dinger presented the BIG Grant Application for bridge 46-141-000 on county road 2GC 10 miles North and 3.1 miles East of Britton. Luttrell moved, Schuller seconded to authorize the chair to sign the grant application as presented. All members voted aye. The stop lights duration on county 11AC was discussed. The stop light is set to stay red for 2 minutes, 7 seconds in order to allow a stopped truck to proceed through bridge 46-030-114 while oncoming traffic is stopped. TransCanada Keystone had stopped hauling for approximately two weeks during the holidays, but should begin hauling again this week. The preliminary H & H engineering is being done on 46-030-114 with hopes of a spring bid letting by the County to replace this middle bridge.

**FUEL QUOTES:**

Sandy Dinger received the following quotes for unleaded gasoline for the Britton shop on December 21, 2017: DaMar Elevator 2.31; Eden Oil 2.22; Full Circle Ag 2.30. Unleaded gasoline was delivered to the Britton Shop by Eden Oil.

**WELFARE:**

Linda Haaland, Welfare Director met with the board to present a welfare claim. Symens moved, Schuller seconded to approve the claim to Price Funeral Home for \$2,000. All members voted aye.

**PERSONNEL POLICY:**

Luttrell moved, Schuller seconded to make the following change to the Retire/Rehire section of the Marshall County Personnel policy:  
Retire/Rehire Employment:

An employee who elects to retire and withdraw from their SDRS may be rehired, ~~but will not be eligible for wage increases for the remaining duration of their employment.~~ They are eligible for all other benefits offered to their peers. Please Refer to SDRS for further regulations.

All members voted aye.

In light of the above change to policy, Symens moved, Schuller seconded to raise Linda Haaland's County Nurse Secretary pay from 14.74 to 15.95 and her Welfare Director pay from 16.04 to 17.02; and David Nelson's Weed Supervisor pay from 17.16 to 17.76 effective December 24, 2017. All members voted aye.

**EXECUTIVE SESSION:**

Schuller moved, Luttrell seconded to enter into executive session at 10:20 am to discuss personnel issues. Deputy States Attorney Victor Rapkoch was present. All members voted aye. The Chairman called the board out of executive session at 10:32 am.

**SDPAA:**

Knebel moved, Symens seconded to authorize the chair to sign the Intergovernmental Contract for the South Dakota Public Assurance Alliance. All members voted aye.

**PAY RAISE:**

Knebel moved, Symens seconded to approve a \$0.50 pay raise from \$15.00 to \$15.50 for Tara Greseth, E911 Dispatcher effective October 29. All members voted aye.

**TRAVEL:**

Schuller moved, Symens seconded to authorize the following travel expenses: Harlan Hilleson to Sioux Falls for an EMS refresher course January 3-5. All members voted aye.

**ADJOURN:**

Knebel moved, Schuller seconded to adjourn. All members present voted aye.

**ATTEST:**

\_\_\_\_\_  
Doug Medhaug, Chairman

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Megan Biel, Auditor

Published once at the total approximate cost of\_\_\_\_\_.