**Custer County Commissioner Meeting**

**Date: December 28, 2016**

Chairman Lampert called the meeting to order at 8:30 a.m. with the Pledge of Allegiance. Jim Lintz; Travis Bies; Mark Hartman; Tracy Kelley, States Attorney; and Nancy Christensen, Auditor, were present.

The Board moved to approve the agenda as presented. Motion carried. In the following proceedings, all action taken was first duly moved and seconded, received a unanimous vote of the Commissioners without dissenting vote or abstention, unless otherwise stated.

**Minutes**

Mark Hartman moved and Jim Lintz seconded to approve the minutes of the Dec. 7, 2016 commission meeting as presented. Motion carried.

**Declaration of Conflict of Interest**  - None.

**Gary Woodford, Highway Superintendent**

Gary informed the Commissioners that the County has been awarded SD State Bridge Improvement Grants for replacement or reconditioning of four bridges in 2017 which will require a 20% match by the County.

 **Proposed Outlaw Road District – Order to Incorporate Subject to Election**

-Mark Hartman moved and Travis Bies seconded to approve the Outlaw Road District Order to Incorporate Subject to Election. Motion carried.

ORDER DECLARING AREA TO BE INCORPORATED SUBJECT TO VOTE AND NOTICE OF ELECTION

 We, the board of Custer County Commissioners of Custer County, South Dakota, declare that a verified Petition has been laid before us to declare a road district to be known as Outlaw Road District and such Petition has complied with SDCL 31-12A-3 and 31-12A-4. Therefore, it is hereby ordered that such territory, as described in the Petition, shall with the assent of the landowners as provided in SDCL 31-12A-10, be an incorporated paving district by the name specified in the application. Further, we declare that a Notice of Election be placed in the Custer County Chronicle each week for two (2) consecutive weeks. A vote shall take place on the proposed district on January 24, 2017, at 7:00 p.m. at 24632 Bridle Rein Drive Hermosa, South Dakota located in Custer County, South Dakota.

**Rex Harris, Planning Director**

Rex discussed the current airport layout plan with the Commissioners and stated that the current plans do not include widening the runway and adding new lights. Rex Harris and Mark Stites, Airport Manager will work with the engineers to update the plan.

-Travis Bies moved and Jim Lintz seconded to table the airport layout plan discussion until the Jan. 11, 2017 Commission meeting. Motion carried.

**Plat Approval Box Canyon Subdivision Plat of Lots 14A and 14B**

-Mark Hartman moved and Travis Bies seconded to approve Box Canyon Subdivision, Plat of Lot 14A and 14B of Box Canyon Subdivision (Formerly Lot 14), Located in NW ¼ of NW ¼ of Section 33, T2S, R7E, BHM, Custer County, South Dakota. Motion carried.

**Plat Approval Plat of Schultz Tract**

-Jim Lintz moved and Mark Hartman seconded to approve Wind Dance Farms Subdivision, A plat of Schultz Tract and Subsequent Wastewater Easement, Containing a Portion of Tract 2A Wind Dance Farms Subdivision, Located in Gov’t Lot 3 of Section 6, T4S, R4E, BHM, Custer County, South Dakota. Motion carried.

**Application for Land Use Permit**

-Jim Lintz moved and Travis Bies seconded to approve an application from AT&T Mobility for Land Use Permit (Modification of wireless communication tower), Located at 12819 Mount Coolidge Lookout Rd. Fairburn, SD 57738. Motion carried.

**Resolution 2016-16 Supplements to Budgets**

A public hearing was held to supplement the County budgets. Travis Bies moved and Jim Lintz seconded to approve Resolution 2016-16 Supplemental Budget 2016 and to approve the following contingency transfers: from the Contingency Fund Account #101-4-112-429.00, $0.40 to Animal Control Expense Account #101-4-166-429.00; $5,300 to Auditor Payroll Account #101-4-141-411.00; $400 to Treasurer Payroll Account #101-4-421-411.00; $61 to Human Resources Payroll Account #101-4-172-411.00; $1,025.00 to Mental Illness Account #101-4-441-422.00; $1,175.00 to Mental Illness Account #101-4-441-422.13; $3,761.72 to Highway Account #201-4-311-429.00. Motion carried.

**Resolution 2016-16 Supplemental Budget 2016**

**Whereas,** The Board of County Commissioners propose a supplement to the General Fund Budget (101) in the amount of $174,000: $20,000 for the Commissioner Budget; $23,000 for the Election Budget; $6,500 for the Human Resources Budget and $47,000 for the Sheriff Budget . Means of finance will come from the General Fund Balance Unassigned Reserve in the amount of $96,500. $50,000 for the 1881 Museum Budget. Means of finance will come from the General Fund Assigned 1881 Museum. $9,240 for the Register of Deeds Office, means of finance will come from the Modernization and Preservation Fund Unassigned Fund Reserve.

**Now Therefore Be It Resolved** by the Board of County Commissioners to adopt the Supplemental Budget for 2016.

Dated this 28th day of December, 2016.

**South Dakota Game Fish & Parks – Spearfish Canyon and Bismarck Lake**

Matt Snyder, Black Hills Region Supervisor and Custer State Park Superintendent, and Nancy Surprenant, Division Staff Specialist, gave a presentation to the Commissioners regarding the SD Game Fish & Parks intention to incorporate Bismarck Lake and portions of Spearfish Canyon into Custer State Park. The Master Planning process is to begin January of 2017 and the estimated plan completion is September 2017.

**Rick Wheeler, Sheriff**

-Travis Bies moved and Jim Lintz seconded to surplus a 2013 Dodge Ram 1500 pick-up, vin #1C6RR7KT5DS601693 to the Maintenance Department and a 2014 Ford Explorer, vin #1FN5K8AR0EGB69135 to the next County auction. Motion carried.

**Chuck Howe, Howe Well Drilling and Excavation**

Chuck came to the Commissioners to discuss the bidding process for highway gravel supplies. Tracy Kelley, States Attorney, and Gary Woodford, Highway Superintendent, will work together to provide answers to the questions he had.

**Revised Resolution 2016-12 Approved 2017 County Mill Levies**

-Travis Bies moved and Jim Lintz seconded to approve the Revised Resolution 2016-12 County Tax Levies. The general fund levy was increased from 2.947 to 2.991. Motion carried.

**Executive Session - Personnel**

-Travis Bies moved and Jim Lintz seconded to go in and out of executive session for personnel, Legal and Indigent at 10:14 a.m. until 11:05 a.m. Motion carried.

-Mark Hartman moved and Travis Bies seconded to approve an indigent request in the amount of $364.41 for utilities contingent upon the applicant signing a promissory note for an existing lien on file. Motion carried.

-Jim Lintz moved and Mark Hartman seconded to authorize the Chairman to sign a Quit Claim Deed for the consideration of one dollar ($1.00) to John B. Markitan and Raylene K. Markitan for the real property located in the City of Fairburn Lots 8, 9 and 10 in Block 3, Town of Fairburn, Custer County, South Dakota. Motion carried.

-Mark Hartman moved and Travis Bies seconded to approve a $1,500 increase to the annual wages of Teresa Cornelison, Director of Equalization and Teri L. Morgan, Register of Deeds effective Dec. 28, 2016. Motion carried.

-Jim Lintz moved and Travis Bies seconded to move the travel expenses for employee use of county vehicles to the Commissioners budget in 2017 from the Highway Department expenditures. Motion carried.

-Mark Hartman moved and Jim Lintz seconded to approve a wage adjustment increase of $1.50 per hour for Lieutenant Steve McMillin and Sergeant Jeffrey McGraw with the Sheriff’s Department effective Dec. 28, 2016. Motion carried.

-Jim Lintz moved and Mark Hartman seconded to change a part-time position in the Sheriff’s Department to full-time with full benefits. Motion carried.

-Travis Bies moved and Jim Lintz seconded to request that all Department Heads complete a self evaluation and present them at the Jan. 25, 2017 and Feb. 8, 2017 Commission meetings in executive session. Motion carried.

-Jim Lintz moved and Travis Bies seconded to approve 2017 employee wages as follows: For salaried employees annual wages - Phil Lampert, Commissioner $9,000 plus $1,200 for travel expenses; Travis Bies, Commissioner $9,000 plus $1,200 for travel expenses; Mark Hartman, Commissioner $9,000 plus $1,200 for travel expenses; Jim Lintz, Commissioner $9,000 plus $1,200 for travel expenses; Jesse Sorenson, Commissioner $9,000 plus $1,200 for travel expenses; Nancy Christensen, Auditor $41,200; Dawn McLaughlin, Treasurer $48,451; Troy Schmidt, IST/GIS $39,140; Tracy Kelley, States Attorney $58,040; Wendy McGowan, Deputy States Attorney $39,140; James Lyndoe, Maintenance Supervisor $46,391; Teresa Cornelison, Director of Equalization $39,095 (final); Teri L. Morgan, Register of Deeds $37,550 (final); Ken Irwin, Veterans Services Officer $16.74 hourly with $6,300 for Human Resources; Tim Holland, Human Resources Officer $25,750; Rick Wheeler, Sheriff and Dispatch Supervisor $73,160; Marty Mechaley, Chief Deputy $52,500; Doris Ann Mertz, Library Director $43,301; Rex Harris, Planning Director $47,895; Gary Woodford, Highway Superintendent $ 53,540.16 plus $6,300 for Weed Supervisor; Mike Carter, Emergency Manager/Grant Coordinator $53,540. For hourly employees annual wages -Tammie Price, Deputy Auditor I $14.25; Christie Behlings, Deputy Auditor II $12.62; Christine Browning, Deputy Auditor III $12.62; Peggy Lindbloom, Deputy Treasurer I $14.42; Joni Martinson, Deputy Treasurer II $12.36; Diane Ruggiero, Deputy Treasurer III $12.36; Ann White, GIS Technician $12.36; Lela Larson, States Attorney Office Manager $18.28; Cinda Jones, States Attorney Legal Assistant $14.42; Steve Schmidt, Maintenance $13.39; Robert Skinner, Custodian $13.13; Kim Horkey, Part-time temp Custodian $13.13; Loren Heib, Part-time temp Custodian $11.59; Karen Whitney, Department of Equalization Office Manager $19.00; Julie Jenniges, Appraiser III $15.19; Amanda Pierce, Appraiser II $13.90; Robyn Vandersys, Appraiser I $12.00; Jessica Abbot, Deputy I Register of Deeds $12.00; Steve McMillin, Lieutenant $23.40 (final); Jeffrey McGraw, Sergeant $22.70 (final); Brian Behlings, Deputy Sheriff $20.70; Matthew Haugen, Deputy Sheriff $20.70; Ned Westfal, Part-time temp Deputy Sheriff $20.70; Timothy Almy, Deputy Sheriff $19.65; Nathan Chowning, Deputy Sheriff $20.00; Derrick Reifenrath, Deputy Sheriff $20.70; Ross Norton, Deputy Sheriff $19.65; Heath Lowry, Deputy Sheriff $19.70; Jonathan Moseley, Civil Clerk $15.96; Janice Carter, Part-Time 24/7 Attendant $13.90; Sheriff Reserves $13.39; Patricia Parsons, Nurse Secretary $12.00; Mary Richards, Librarian $15.19; Janice Stalder, Librarian $15.96; Roberta Upton, Part-time Librarian $14.67; Caleb Ross, Part-time Temp Librarian $12.61; Eileen Wahlstrom, Part-time Temp Librarian $12.61; Angela Keierleber, Extension/Conservation Secretary $12.88; Caley Buckert, Weed & Pest Coordinator $17.40; James Kor, Part-Time Planning Engineer $17.25; Danielle Schade, Planning Administrative Assistant $12.00; Leon Cordell, Highway Foreman $20.40; David Menzel, Highway Mechanic $21.00; Matthew Lawson, Highway Mechanic $17.40; Cathy Carter, Highway Office Manager $16.48; Patrick Assman, Highway Equipment Operator I $18.90; Douglas Christensen, Highway Equipment Operator I $18.90; Todd Leusink, Highway Equipment Operator I $17.90; Keith Plaisted, Highway Equipment Operator I $17.90; Allen Skrdlant, Highway Equipment Operator II $17.90; Kevin Treloar, Highway Equipment Operator II $18.90; Kenneth Brendel, Highway Equipment Operator II $17.40; Jesse Doyle, Highway Equipment Operator II $16.89; Paul Kock, Highway Equipment Operator II $16.89; Craig Golder, Highway Equipment Operator II $16.40; Joel Behlings, Dispatcher $21.50; Nancy Cates, Dispatcher $19.75; Jennifer Smart, Dispatcher $16.99; Michelle Boehrs, Dispatcher $15.96; Leslie Skinner, Dispatcher $14.93; Christopher Bennett, Dispatcher $14.93, Ellie Douglas, Dispatcher $14.93; James Laverick, Part-time Dispatcher $14.42. Motion carried.

**Mail Call/General Business**

-Thank-you cards from Election Workers and Christmas cards to the Commissioners.

-Custer Ministerial Association asking for private donations.

-A letter from the Sheriff’s Department thanking the Highway Department and specifically Allan Skrdlant, Highway Equipment Operator, for his handling of a stranded motorist situation and to all of the Custer County Highway employees for their dedication and hard work keeping our roads safe in the winter weather.

-Jim Lintz moved and Travis Bies seconded to approve a raffle fundraiser that Crazy Horse Memorial is conducting in 2017 with the raffle prize being a 2017 Harley Davidson motorcycle. Motion carried.

-The Commissioners have acknowledged an updated roster from the Buffalo Gap Volunteer Fire Department.

**Travel Requests**

-Mark Hartman moved and Jim Lintz seconded to approve a travel request from Mike Carter, Emergency Manager, to travel to Mitchell, SD, for an Incident Management Team Professional Development training Jan. 9, through Jan. 13, 2017at a cost to the county of the use of a county vehicle. A travel request from Heath Lowry, Deputy Sheriff to travel to Shepherd, MT, for a Taser Instructor Certification training Jan. 4, through Jan. 8, 2017 at a cost to the county of $435.00 for registration fees. Motion carried.

**Human Resources**

-Mark Hartman moved and Travis Bies seconded to approve the promotions of Julie Jenniges to Appraiser III with a wage of $14.75 per hour effective Dec. 28, 2016 and Amanda Pierce to Appraiser II with a wage of $13.50 per hours effective Dec. 28, 2016. Motion carried.

**Auto Supplements**

-Travis Bies moved and Jim Lintz seconded to approve an auto supplement to the Emergency Management budget account #226-4-226-411.00 in the amount of $23,152.20 from SLA Grant revenue and an auto supplement to the Election budget account # 101-4-120-422.00 in the amount of $9,723.28 from HAVA Grant revenue. Motion carried.

**Surplus of County Property**

-Mark Hartman moved and Jim Lintz seconded to approve the surplus of two guest sled chairs to the Register of Deeds office, two Juster Speakers to the Data Processing office, one Dell Optiplex GX390 Computer to the Data Processing Department, one Kenwood Mobile Radio to the Highway Department, one GPS Pathfinder ProXT Receiver – one GPS Pathfinder Pro battery pack – one-four drawer file cabinet to county auction, one Viewsonic VG2230 Monitor – 2 Dell 19” monitors to trash. Motion carried.

**Vouchers**

-Travis Bies moved and Jim Lintz seconded to approve the vouchers as presented. Motion carried.

PAYROLL: COMMISSIONERS 5,966.63; AUDITORS 11,539.17; TREASURERS 12,055.99; GIS 4,614.96; STATES ATTORNEY 15,324.71; MAINTENANCE 9,416.29; DOE 14,753.69; ROD 5,715.09; VETERANS SERVICES 2,812.84; HUMAN RESOURCES 2,384.76; SHERIFF 55,174.21; CORONER 2,102.53; NURSE 1,359.25; LIBRARY 11,574.38; EXTENSION 1,950.32; CONSERVATION 850.31; WEED & PEST 3,525.42; PLANNING 8,374.30; HIGHWAY 55,975.90; EMERGENCY MANAGEMENT 4,928.64; 24/7 PROGRAM 1,572.21; COMMUNICATIONS 26,923.50 TOTAL PAYROLL 258,895.10

A TO Z SHREDDING, INC. SHREDDING 71.91 AIRNAV, LLC RENEWAL OF BASIC LISTING 151.00 ANDERSEN ENGINEERS, INC. TREE ELEVATION SURVEY RPZ 700.00 BEESLEY LAW OFFICE, P.C. COURT APPOINTED ATTORNEY 2,848.60

BLACK HILLS ELECTRIC COOP HWY ELECTRICITY 1,813.65 BLACK HILLS REGIONAL 2017 DUES 100.00 BLACK HILLS ENERGY ANNEX BUILDING 1,838.99

BLACK MOUNTAIN ELECTRIC LED AREA FIXTURE 5 HOLE BELL 272.51 BUTLER MACHINERY CO INC HWY 0610 CRDT 1,362.50 CBH COOPERATIVE HWY 1&2 DIESEL 35,518.23 CENTURYLINK PHONE SERVICE 516.34 RANDAL CONNELLY COURT APPOINTED ATTORNEY 710.87 CROELL, INC HWY ECS ROCK 368.97

CUSTER DO IT BEST HWY ECS SUPPLIES 76.63 CUSTER INDUSTRIAL HWY ECS SUP 34.62 CUSTER TRUE VALUE HWY ECS SUPP 222.79 CYNTHIA M. WEICHMANN COURT APPOINTED ATTORNEY 114.00 DAKOTA BUSINESS CENTER INC OFFICE SUPPLIES 405.00 DIANN ASHER COURT REPORTER 12.50

DISCOVERY BENEFITS EMPLOYEE FSA 41.66 DOUG YORK WEED CHEM REIM 9.55 DR. MELISSA RUPERT PRISONER CARE 85.50 EDDIE'S TRUCK SALES INC HWY FILTERS 668.58 FRENCH CREEK LOGGERS SUPPL PARTS 107.01

GARLAND LEE GOFF COURT APPOINTED ATTORNEY 650.30 GODFREY BRAKE HWY SLS/BRNG 140.84 GOLDEN WEST TECHNOLOGIES DATA SERVICE 13,845.80 GREAT WESTERN TIRE, INC HWY TIRES 1,941.60 GRIMMS PUMP SERVICE INC HWY ECS BATTERIES 153.50 HERMOSA SENIOR CITIZENS ANNUAL SUPPORT 1,550.00 INTERNATIONAL ASSOCIATION 2017 DUES 175.00

JEREMIAH J. DAVIS LAWYER COURT APPOINTED ATTORNEY 558.40 JOHNSON MACHINE INC HWY ECS BITS 41.95 BRAD KEIZER DECEMBER 2016 TRAVEL 563.22 KIEFFER SANITATION HWY XTRA PU 206.67 LEXISNEXIS RISK SOLUTIONS LAW LIBRARY 85.00 LYLE SIGNS, INC 911 STRT SIGNS 60.89 LYNN'S DAKOTAMART OFFICE SUPPLIES 225.92 MATCO TOOLS HWY BATTRY TST 410.00

MCGAS PROPANE-CUSTER CUSTER COUNTY WEED & PEST BLDG 461.80

MCLEOD'S PRINTING TAX NOTICES 98297B 566.63 MG OIL COMPANY HWY DEF/GREASE 19,721.81 MINNEHAHA COUNTY REGIONAL PRISONER CARE 285.00 MISTER HANDY SERVICE POURED CONCRETE ANNEX 1,756.10

MPG PRISONER CARE 83.33 NELSON'S OIL & GAS, INC. HWY BG PROPANE 678.42 NEVE'S UNIFORMS INC. SHERIFF UNIFORMS 47.99 LINDA NOHR PRISONER CARE 75.00 NORTHERN TRUCK EQUIPMENT HWY SNOW PLOW 11,000.00 PENNINGTON COUNTY SHERIFF PRISONER CARE 15,508.60

PITNEY BOWES/PURCHASE COPIES 2,015.00 PITNEY BOWES LEASING CHARGES 399.00 QUILL CORPORATION HWY OFFICE SUP 900.45 RAPID CHEVROLET HWY 0332 RPR 2,942.56 CITY OF RAPID CITY BAC 35.00

REGIONAL HEALTH CLIENT BILLING PRISONER CARE 92.10 REGIONAL PHARMACY PRISONER CARE 233.66 RICOH USA, INC COPIER EXPENSES 1,386.38 RUSHMORE COMMUNICATIONS SWAP OUT S.O. DIGITAL RADIO 303.00

SD ASSOC OF WEED & PEST 2017 DUES WEED ASSOC 50.00 SD DEPT OF TRANSPORTATION HWY CST SHR 252 2,452.48 SD PUBLIC ASSURANCE ALL. 2016 CROSS COUNTRY BELLY DUMP 231.12 SOUTH DAKOTA STATE TREASURER ET HWY T 494.83 SD STATES ATTORNEYS ASSOC STATE'S ATTORNEY BASE DUES 836.00 SENTINEL FEDERAL CREDIT UN OFFICE SUPPLIES 635.30

SERVALL TOWEL & LINEN COURTHOUSE SUPPLIES 303.58 MATTHEW L SKINNER, P.C. COURT APPOINTED ATTORNEY 1,285.10 SNAP ON TOOLS HWY TR SYS 1,859.99 STATE BAR OF SOUTH DAKOTA SD BAR DUES FOR 2017 747.50

STUDT ELECTRIC INC. INSPECTED DISPATCH NEXT GEN EQ 107.14 THOMSON REUTERS LAW LIBRARY 282.75 TOWN OF BUFFALO GAP WATER BILL 54.00

UNITED STATES POSTAL SERVICE STAMPS 466.00 WALMART COMMUNITY OFFFICE SUPPLIES 49.94 WEED & PEST CONFERENCE 2017 WEED CONF REGISTRATION 260.00 ZUERCHER TECHNOLOGIES, LLC ANNUAL MAINTENANCE 1,300.00

-Mark Hartman moved and Jim Lintz seconded to pre-approve checks to Custer Volunteer Fire Department in the amount of $36,000 check #90687 and Dewey Volunteer Fire Department in the amount of $5,000 check #90688 for their 2016 budgeted machine expenses. Motion carried.

-The Commissioners adjourned the regular meeting at 11:22 a.m. Motion carried. The next meeting will be held Jan. 11, 2017 at 8:00 a.m. in the Commissioners Room in the Custer County Courthouse.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nancy Christensen, Auditor Travis Bies, Chairman

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