

# AURORA COUNTY COMMISSIONER PROCEEDINGS

March 2, 2023

The meeting was called to order at 9:00 AM by Chairman Clyde Dethlefsen, with Randy Niles, John Paul Studeny, and Travis Clark present. Absent was Roger Hanten.

The Pledge of Allegiance was recited.

There was no public input.

The agenda was amended by adding Pleasant Lake Vet Clinic bill, and leadership training. A motion was made by Studeny, seconded by Clark to approve the agenda as amended. Motion carried all voting aye.

A motion was made by Clark, seconded by Studeny to approve the minutes of the February 16<sup>th</sup> regular meeting. Motion carried all voting aye.

Highway superintendent Doug Vissa and secretary Nancy Beckman were present for the highway report.

Highway superintendent Vissia reported that some of the surrounding counties are putting their load limits on their oil roads. We usually try to do ours at the same time as the other counties around us, said Vissia, but was not concerned quite yet with putting them on since the temperatures were not going to be very warm for the next week or so. After some discussion, the Commission directed the highway department to post something in the papers to let people know that the commission will make a motion to put load limits on at their March 16<sup>th</sup> meeting. This should give people enough time to get some hauling done before the roads are posted.

A motion was made by Studeny, seconded by Clark to the authorize highway superintendent to attend a short course workshop on March 21-23 in Deadwood. Motion carried all voting aye.

A motion was made by Studeny, seconded by Clark to approve the bids for culverts from TrueNorth Steel off of Beadle County's bid. Motion carried all voting aye.

**BID LETTING:** Pursuant to notice of bids the following bids were opened:

**ONE YEAR SUPPLY OF PATCH MIX AND HOT MIX:** Bids were received from Commercial Asphalt as follows: Patch Mix @ \$120.00/ton; Hot Mix @ \$73.00/ton and Omega Mix @ \$160.00/ton. A motion was made by Clark, seconded by Niles to accept the bids from Commercial Asphalt. Motion carried all voting aye.

**BRIDGE CONSTRUCTION & MAINTENANCE:** A bid was received from TJ Scott Construction as follows: Excavator @ \$250.00/hr.; Payloader @ \$250.00; Skid Loader @ \$200.00; Dozer @ \$250.00. Furnish all equipment and labor for construction and repair of various bridges in Aurora Cuntly @ 714.29. A motion was made by Studeny, seconded by Niles to accept the bid from TJ Scott Construction for bridge construction and maintenance. Motion carried all voting aye.

**EQUIPMENT RENTAL RATE WITH OPERATOR:** Bids were received from the following: David Bopenhagen – Pay Loader .50/ton in Bopenhagen Pit only (821 G Case); Tim Matlock – Excavator @ \$250.00/hr., Pay Loader \$250.00/hr., Track Skid Loader \$200.00/hr., Dozer @ \$250.00/hr.; TJ Scott Construction – Excavator @ \$250.00/hr., Pay Loader @ \$250.00/hr., Track Skid Loader @ \$200.00/hr., Dozer @ \$250.00/hr. A motion was made by Clark, seconded by Studeny to accept all bids with the option to use any of the bids for equipment and rates based upon demand and availability. Motion carried all voting aye.

**CHIP & SEAL:** Bids were received from the following: Road Guy Construction @ \$1.91/sq. yd; TopKote @ \$1.846/sq. yd. A motion was made by Studeny, seconded by Niles to accept the bid from TopKote for chip & seal. Motion carried all voting aye.

**STOCK PILED GRAVEL:** Bids were received from the following: David Bopenhagen - \$5.00/ton for ½” or ¾” crushed gravel; Greg Kroupa - \$6.00/ton for 5-10 tons, \$5.50/ton for 10-20 ton, and \$5.00/ton for 20+ tons; Dina Shefner \$7.80/ton. A motion was made by Clark, seconded by Niles to accept all bids with the option to use any of the bids based on location, demand, and availability. Motion carried all voting aye.

Due to his absence, Commissioner Hanten left a list of items to discuss. White Lake City is asking if there were any wings/blades available to purchase. Highway superintendent Vissia will contact White Lake City maintenance, Josh Podzimek. Commissioner Hanten requested information on the rate of the pay loader verses a maintainer. Secretary Beckman reported that they are both charged at a rate of \$150.00/hour. Hanten also noted that there was oil on the Lake Road and wanted to know what happened. It was reported that the oil came from a busted hydraulic line on the maintainer. He also wanted to know why the highway dept was filling up equipment with fuel at Jake’s when we have a tank of our own. Highway superintendent Vissia stated they ran out of fuel at the shop, so needed to get fuel from somewhere until the tank could be filled. Hanten also questioned whether the highway employees were getting comp time. Vissia stated the employees are not getting comp time, they have been going early at 7:00 AM to work on the roads when it is colder out because by the afternoon, they get soft and he does not want to tear up the roads. If they are done with their work, he has them leave at 3:30 PM. Doug stated that he tries to limit the overtime.

Commissioner Niles reported he had a request from a couple people in his area to get a different blade operator. He stated that he has received complaints about the operator leaving too much snow on the road and that the roads are very rough. Superintendent Vissia told Commissioner Niles that he will have a talk with the blade operator about cleaning the snow off better. Vissia said he could possibly switch some of the roads on the route rather than switch the operator to a different area.

Commissioner Studeny stated that he received a thank you from a former commissioner on getting the striping done on Hwy 16.

Emergency Manager Skyler Kehn informed the Commission since the county is asking for \$12,500 from the Court Security Grant, it is now considered Tier 2 funding. When you are considered a Tier 2, one of the first steps required is to form a court security committee. The Committee will provide a structured and organized approach to regularly address courthouse security issues. This grant will help fund the panic buttons and security cameras within the courthouse. A motion was made by Clark, seconded by Niles to have Kehn form the committee so we can apply for the grant. Motion carried all voting aye.

A motion was made by Studeny, seconded by Niles to authorize Emergency Manager Kehn to attend a Homeland Security meeting and a Region 6 meeting in Mitchell on March 14<sup>th</sup>. Motion carried all voting aye.

Emergency Manager Kehn expressed his dissatisfaction about the custodian position having a higher wage than his position. The base wage for the posted custodian position is \$17.45 and the base wage for the emergency manager wage is \$16.78, a difference of .67/hour. Skyler stated that being under the LEMPG program, half of his salary and benefits are reimbursed. The Commission stated that the salaries have been set and approved for 2023 and will consider this when the county does their budgets later this year.

A motion was made by Clark, seconded by Niles to authorize weed supervisor Kehn to advertise for bids for a new chemical that will be used to kill leafy spurge. Motion carried all voting aye.

Regional health nurse Julie Dykstra, county health nurse Lacey Wieczorek, and secretary Ashley Howard met with the Commission to clarify some questions the commission had about Ashley's new position as a public health assistant. Chairman Dethlefsen stated that he did not realize Ashley would be out of the office as much as she has been since taking on this new position and asked if this was an ongoing thing or just short term. He also noted the van

is not available for others to use if she is gone with it. Ashley stated that she can use her own vehicle if someone needs to use the van. Julie stated that Ashley goes wherever she is needed so it varies. Right now, there are several people that are new that Ashley has been training. There are only two public health assistants in South Dakota, so they are busy right now, but the state is looking at adding two more statewide. Commissioner Dethlefsen said the Board just wants to make sure our county is getting the services we need. Julie said that most of the services are done by phone now and appointments are made ahead of time, so the clients are being taken care of. Commissioner Studeny asked if the clients are aware of how things are being done now since it is via phone. Julie stated that the clients are aware because we are contacting them for their appointments. It was noted that the office is run efficiently. Commissioner Clark told Julie I know you guys do a good job, but we are just concerned that things are lacking here and we do not want that to happen. Dethlefsen asked if there was in-house training she could do so she was not on the road so much. Julie stated that it take 4-6 weeks to train a new person and it all depends on when new employees are hired as to when Ashley will be on the road for training. County health nurse Lacey Wiczorek told the Board they do not have many walk-ins, we usually have appointments set up so we know when we need to have someone here. She stated that she has changed some of her days around so the office would be open, we do try to have someone in the office when possible. Julie also talked about snow days and informed the Commission that the State requires their department to take their laptops home so they are able to work from home. She stated the county's policy does not allow employees to take work or equipment/computers home. It is a state laptop, not a county one, said Dykstra. By taking the laptop home we are able to continue our services even when the courthouse is closed. Julie asked the Commission to consider allowing Ashley to take her work home since it is state equipment. The Commission made no decision at this time.

County treasurer Andrea Pryor and Randall Brumbaugh discussed taxes/assessment that were put on a building that is no longer there. The structure had been moved off the property in 2021. It was noted that assessments were mailed out and he had the opportunity to appeal it. The structure has since been removed from his assessment. Brumbaugh stated he should not have to pay taxes on a structure that is no longer there. The Commission directed Brumbaugh to find out the date that it was actually removed and let the treasurer know so she can send an abatement form.

The Commission reviewed a bill from the Pleasant Lake Vet Clinic in the amount of \$518.86 for the boarding of two dogs. The sheriff's department was called by family members to remove the dogs from the household. The family was billed for the cost to board the dogs, but have refused to pay it. Sheriff Briggs told the Commission at the last meeting that he does not feel the county should be responsible for the bill. A motion was made by Studeny, seconded by Clark to deny payment and send the bill to the family members again. Motion carried all voting aye.

Commissioner Niles talked about communication with the highway superintendent, blade operators, or whomever and expressed his concerns about messages not making it all the way through the chain of command to the person who it was meant for. I have just been talking with Doug if there is a problem and not going through the Chairman. We need to make sure the message makes it all the way through, said Niles. Chairman Dethlefsen stated if you are aware of a problem, then you should be contacting the supervisor and they will let the employee know. There can be a breakdown in communication, for example if one commissioner calls the Chairman, the chairman calls Doug, and then Doug talks to the employee, things may not necessarily be relayed correctly by the time it gets to the right person. Dethlefsen said if there is a problem, go directly to the highway superintendent or supervisor. If nothing gets done then bring it to the rest of the Board, said Commissioner Studeny.

Applications for the custodian position were reviewed and interviews will be held on March 7<sup>th</sup> at 1:00 PM.

Auditor Urban presented the Commission with information from Connie Schroeder for leadership training. After discussing the time involved and the cost, the Commission declined to take part at this time. The Auditor was directed to contact Connie and let her know that we are not interested and she is welcome to use the community room in the courthouse if she so chooses to hold her training sessions there.

A motion was made by Clark, seconded by Niles to file reports and pay vouchers as listed below. Motion carried with Dethlefsen, Niles and Clark voting aye. Studeny abstained from the vote.

**Reports:** February Payroll: Social Security 5,752.73, Medicare 1,345.48; Wellmark 28,799.84, Retirement 6,108.66, Kansas City Life 99.73; Commissioners 4,126.75; Auditor 7,468.61; Treasurer 6,268.29; States Attorney 4,985.05; Courthouse 2,468.76; Director of Equalization 6,049.46; Register of Deeds 4,219.21; Veteran's Service Officer 598.44; Sheriff 18,376.75; Public Welfare 515.79; WIC 2,644.28; Nurse 515.79; Extension 1,734.16; Weed 1,188.53; Zoning 748.57; Hwy 37,458.74; EM&D 1,841.50; Payroll Direct Deposit Cost 8.45. Auditor's Account with

Treasurer: Cash on Hand 1,281.88; MMDA 2,036,245.18; CD's 942,140.00; Reg of Deeds Fees: Marriage Licenses/Certificates 15.00, Birth/Death Certificates 20.00, Preservation Fund 111.00, Driver's License 276.00, Copies 71.00, Other 0.00, Recording Fees 925.00; Transfer Fees 1,157.50.

**CLAIMS:**

COMMISSIONERS		
S.D. MAIL OFFICE	FEBRUARY PUBLISHING	699.83
STANDARD PUBLISHING	FEBRUARY PUBLISHING	691.07
STANDARD PUBLISHING ARGUS	FEBRUARY PUBLISHING	691.07
		-----
		2081.97 *
JUDICIAL SYSTEM		
CERTIFIED LANGUAGES	INTERPRETING SERVICES	51.15
MAULE LAW OFFICE	CAA	1681.14
		-----
		1732.29 *
AUDITOR		
P M B 0112	ACCESS FEES	52.75
		-----
		52.75 *
TREASURER		
LARIMER COUNTY SHERIFF'S OFFIC	TAX DEED PAPER SERVICES	24.60
OUTAGAMIE SHERIFFS OFFICE	TAX DEED SERVICES	75.00
S.D. MAIL OFFICE	FEBRUARY PUBLISHING	545.10
STANDARD PUBLISHING	FEBRUARY PUBLISHING	170.00
STANDARD PUBLISHING ARGUS	FEBRUARY PUBLISHING	170.00
CONNECTING POINT ULTRA INC	SERVICES, MILEAGE & CABLE	342.63
		-----
		1327.33 *
COURTHOUSE		
OFFICE OF FIRE MARSHAL	INSPECTION OF BOILER	160.00
		-----
		160.00 *
DIR. OF EQUALIZATION		
VANGUARD APPRAISALS	REMOTE ACCESS TO TABLET	1400.00
		-----
		1400.00 *
SHERIFF		
AURORA COUNTY TREASURER	TITLE AND LICENSING - 2023 EXP	24.40
V I S A	OIL	7.55
V I S A	PLANNERS, INK, CLIPS	454.80
V I S A	CAR WASH	11.05
V I S A	INTEREST CHARGED	7.86
V I S A	SHERIFF MEALS	31.60

V I S A	FUEL FOR VEHICLES	97.71	
		-----	
		634.97	*
JAIL			
MITCHELL CLINIC LTD	INMATE MEDICAL (1)	50.00	
		-----	
		50.00	*
POOR			
V I S A	INDIGENT MOTEL ROOM	89.20	
		-----	
		89.20	*
MENTALLY HANDICAPPED			
YOUNGBERG LAW PROF	MI	172.30	
		-----	
		172.30	*
WEED			
ASSN OF SD COUNTY WEED & PEST	2023 WEED DUES	200.00	
SDSU EXTENSION	COMMERCIAL APPLICATOR TRAINING	80.00	
		-----	
		280.00	*
R&B CONSTRUCTION			
AUCA CHICAGO MC LOCKBOX	SERVICES - RAGS & MATS	64.07	
BROOKS OIL COMPANY	3138 GAL OF FUEL ABOVE CONTRAC	14340.66	
DMC WEAR PARTS LLC	WING BLADES	7968.18	
JAKE'S	LOADER FUEL	85.02	
PLANKINTON LUMBER COMPANY	BOLTS FOR GRADERS	21.87	
PLANKINTON LUMBER COMPANY	CUTTING WHEELS, HOOK, CASTER	104.88	
S D A C H S	SHORT COURSE REGISTRATION	100.00	
S.D. MAIL OFFICE	FEBRUARY PUBLISHING	247.48	
STANDARD PUBLISHING	FEBRUARY PUBLISHING	245.00	
STANDARD PUBLISHING ARGUS	FEBRUARY PUBLISHING	245.00	
STICKNEY WATER	WATER BILL - STICKNEY SHOP	90.50	
		-----	
		23512.66	*
	Total Checks:	31,493.47	*

Meeting adjourned subject to call.

---

Clyde Dethlefsen, Chairman  
Aurora County Commission

Attest: \_\_\_\_\_  
Susan Urban, Auditor

(Published once at the total approximate cost of \_\_\_\_\_)