

Clark County Commissioners December 16, 2025 proceedings:

CLARK COUNTY
COMMISSIONER PROCEEDINGS
DECEMBER 16, 2025
APPROVED

The Clark County Commissioners met in regular session on Tuesday, December 16, 2025 in the Commissioner Room of the Clark County Courthouse. Chairman Knock called the meeting to order at 8:00 a.m. with the following Commissioners present at the Courthouse: Sara Gjerde, Terry Schlagel, Francis Hass, Chris Sass and Wallace Knock. Also present Auditor Tarbox.

COMMUNITY COMMENTS: None.

AGENDA: Motion by Gjerde, second by Schlagel to approve the December 16, 2025 agenda. All voting aye. Motion carried.

MINUTES: Motion by Sass, second by Hass to approve the minutes of the December 2, 2025 meeting. All voting aye. Motion carried.

HIGHWAY: Motion by Sass, second by Gjerde to allow Highway Superintendent (HS) Eggleston to call for bids for a 2025 or newer tractor with less than five hours for the Highway Department. Bids will be opened on January 5, 2026 and presented to the board on Tuesday, January 6, 2026. All voting aye. Motion carried.

ICAP: Eric Kunzweiler, CEO of ICAP, met with the board to report on services that have been provided to Clark county residents through the ICAP program. He also discussed staffing and hours of the Used 2 Be New store in Clark. He informed the board that federal funding may be in jeopardy with the president cuts, and they have created the ICAP Foundation with the intention that will fund ICAP projects.

REGISTER OF DEEDS: Register of Deeds (ROD) Helkenn met with the board requesting the purchase of a storage counter for her books. The shelving unit will be used to store books, and cost is \$8,632.00. Motion by Schlagel, second by Sass to approve the purchase. All voting aye. Motion

carried.

AMBULANCE: Ambulance Administrator (AA) Hohm met with the board to request they accept resignation of Tina Howell. Motion by Gjerde, second by Sass to accept resignation. All voting aye. Motion carried.

AMBULANCE: Motion by Schlagel, second by Hass to approve hiring Mindy Henderson to work with Station I. All voting aye. Motion carried.

AMBULANCE: Cody Forbes with Station II requested purchase of two new tires for winter driving for 189A. Cost of the tires will be \$686.86. Motion by Sass, second by Schlagel to approve purchase. All voting aye. Motion carried.

AMBULANCE: AA Hohm also discussed coverage for shifts and informed the board she will be doing an EVOC training in January, as there are several persons interested in the course.

YEAR END MEETING: Motion by Schlagel, second by Gjerde to set Monday, December 29, 2025, as the final meeting for 2025 with a starting time of 8:30 a.m. All voting aye. Motion carried.

SHERIFF: The board requested to meet with Sheriff Heaton. Concerns regarding vehicles running for long periods of time. Heaton explained the reason for leaving vehicles running in extreme temperatures, as the equipment in the vehicles take time to boot up and operate correctly. No action taken.

POLLING PLACES: Discussion was held regarding moving and condensing polling places. Motion by Sass, second by Gjerde to move Ash Township to the Ulyot Building for primary and general elections for 2026 and leave the rest of the current system intact. All voting aye. Motion carried.

RECESS: The board recessed at 9:50 a.m. and reconvened at 10:40 a.m.

HIGHWAY: Waylon Blais and HS Eggleston met with the board to present bids for County Road 47 project. The following bids were presented:

State Line Excavating, LLC -

Astoria, S.D. \$196,964.10

Austreim Excavating, LLC - Brookings, S.D. \$311,000.00
BX Civil & Construction - Dell Rapids S.D. \$244,602.70

Kesteloot Excavating - Madison, S.D. \$276,176.36

Midwest Contracting, LLC - Marshall, Minn. \$163,832.90

Level Contracting, LLC - Lake Norden, S.D. \$180,344.85

Basin Construction - Hayti, S.D. \$133,004.00

J&J Earthworks - Milbank, S.D. \$97,117.55

LL & Sons Excavating - Hazel, S.D. \$230,000.00

Waylon explained that there was an error in the low bid of J&J Earthworks, and they have requested to withdraw the bid. Motion by Schlagel, second by Sass to allow J&J Earthworks to withdraw bid contingent upon receiving a formally submitted withdrawal notice from J&J Earthworks. All voting aye. Motion carried.

HIGHWAY: Motion by Sass, second by Schlagel to accept the low bid of Basin Construction in the amount of \$133,004.00 contingent upon receiving the withdrawal notice from J&J Earthworks. All voting aye. Motion carried.

CLAIMS: Motion by Schlagel, second by Sass to deny payment to Castlerock of Desmet and approve the following claims and allow Auditor to issue payment. All voting aye. Motion carried. GENERAL FUND: Watertown Fire & Rescue, runs 1,815.50, COMMISSIONERS: U.S. Bank Voyager Fleet Systems, fuel, 206.35; WW Tire Service, tires, 896.21; ELECTIONS: Office Peeps, calculators, 85.58; AUDITOR: Clark County Treasurer, postage, 64.56; Dacotah Bank Credit Card, cartridges, 168.04; ITC, service, 141.30; Office Peeps, receipt books, 284.99; Thomson Reuters, West Publishing, 237.96; TREASURER: Clark County Treasurer, postage, 9.75; ITC, service, 97.20; Office Peeps, paper, 54.80; STATES ATTORNEY: Department of

Health, blood draw, 185.00; Thomson Reuters, West Publishing, online/software 552.29; COURT SYSTEM: Kennedy Pier Loftus Reynolds, court appointed attorney, 372.00; SDACC, fourth qtr catastrophic legal, 4,392.00; PUBLIC BUILDINGS: City of Clark, water, 209.50; Cook's Wastepaper, garbage 55.73; ITC, service, 41.35; Northwestern Energy, utilities, 1,943.11; Star Laundry, rugs 74.36; Westside Implement, supplies 15.94; DIRECTOR OF EQUALIZATION: ITC, service 52.70; REGISTER OF DEEDS: ITC, service, 150.67; VETERANS OFFICE: ITC, service, 28.95; SHERIFF: Clark County Treasurer, postage 89.35; Clark Community Oil, fuel 964.53; ITC, service, 116.18; Sharp Automotive, change oil/replace engine air, 158.47; U.S. Bank Voyager Fleet Systems, fuel, 87.05; WW Tire Service, tires, 1,144.80; PRISONER CARE: Codington County Auditor, prisoner care, 5,477.18; AIRPORT: Clark Rural Water System, water 35.00; Northwestern Energy, utilities, 277.41; AMBULANCE: Bound Tree Medical, supplies 1,905.00; City of Clark, water 89.30; Clark Community Oil, fuel, 317.51; Dacotah Bank, fridge lock, 39.96; Colleen Hohm, CPR classes, 420.00; ITC, service 105.05; Northwestern Energy, utilities, 459.61; PCC, ambulance billing, 1,658.75; U.S. Bank Voyager Fleet, fuel, 78.24; SOCIAL SERVICES FOR AGED: Inter-Lakes Community Action, comm service/Nov, 2,019.17; MENTAL ILLNESS BOARD: Lewis & Clark, BMI Services, 225.00; EXTENSION: City of Clark, water/fairgrounds, 95.40; ITC, service, 51.15; Star Laundry, rugs 20.51; WEED: Clark Community Oil, propane, 341.25; ITC, service, 103.70; ROAD & BRIDGE FUND: City of Bradley, SB 1 payment, 647.11; City of Clark, SB 1 payment, 12,958.29; City of Garden City, SB 1 payment, 1,085.89; City of Naples, SB 1 payment, 79.56; City of Raymond, SB 1 payment, 359.48; City of Vienna, SB1payment 506.89; City of Willow Lake, SB 1, 2,808.58; ROAD & BRIDGE: 212 Truck & Trailer Repairs, repair, 631.93; Auto Value

Clark, repair/filters/supplies, 3,241.13; Banner Associates, engineering fees CR 47, 18,816.50; Butler Machinery, supplies 1,600.00; City of Clark, water, 166.40; Clark Rural Water, royalties, 286.60; Cook's Wastepaper, garbage, 139.86; Dacotah Bank, tool and trap, 221.21; ITC, service, 88.60; Mac's Hardware, parts 151.92; Northwestern Energy, utilities, 1,737.27; Oscar's Machine Shop, parts, 138.66; R.D. Offutt Company, repairs/filters/supplies, 24,042.96; Ron's Saw Shop, parts 5.97; Sioux Valley Coop, fuel, 4,004.50; Spencer Quarries, chips and ballast, 81,608.92; Star Laundry, towels, 54.32; WW Tire Service, tires 15,867.81; Westside Implement, parts 580.50; 911 SERVICE: ITC, service, 145.23; CIVIL DEFENSE: ITC, service, 27.59; U.S. Bank Voyager, fuel 65.30; DOMESTIC ABUSE: Womens Resource Center, Funds, 481.50; ROAD & BRIDGE: Garfield Township, 105,739.18; Logan Township, remove structure/install pipe, 47,285.70. TOTAL: \$353,991.27.

PAYROLL: AUDITOR: 7,267.12; TREASURER: 5,917.31; STATES ATTORNEY: 5,127.46; COURTHOUSE: 3,178.86; DIRECTOR OF EQUALIZATION: 6,222.69; REGISTER OF DEEDS: 3,933.27; VETERAN SERVICE OFFICE: 434.02; SHERIFF: 10,162.48; CORONER: 221.04; AMBULANCE: 7,949.63; WEED: 50.00; ROAD & BRIDGE: 68,328.84; EMERGENCY & DISASTER: 1,324.70. TOTAL: \$120,117.42.

REPORTS: Motion by Hass, second by Gjerde to approve the following reports. All voting aye. Motion carried.

AUDITOR'S MONTHLY SETTLEMENT WITH THE TREASURER

Cash on hand.....3,030,905.32
Money Market.....8,548,425.36
CD's.....800,000.00
Checking Account.....7,481.20
TOTAL:.....12,386,811.88

These funds include all funds administered by the county including: General Fund \$8,029,212.26; Road & Bridge: \$73,712.09; 911 Service Fund: 64,392.35; ED: \$-803.64; Domestic Abuse: 535.00; 24/7 -- \$19,093.44;

ROD Mod/Pres: \$11,939.86; Opioid Settlement: 15,691.44; Rural Access Infrastructure fund: \$254,442.62; County TIF: 3,299,030.96; Trust & Agency Funds **which are funds returned to schools, towns, townships and special districts** - **619,565.50**. TOTAL: \$12,386,811.88.

ROD Fees: October recording fees 1,320.00; Transfer fees: 2,109.00; Births: 15.00; Deaths - 90.00; Marriages - 15.00; Copy money: 67.00; Misc. - 105.00; TOTAL: 3,721.00. Sheriff fees: November 2025 - Mileage - \$0; Fees \$50.00. Ambulance: October 2025 - 16,488.85.

AMBULANCE: Jeremy Wellnitz presented a written request for an increase in pay to \$500 per month effective December 1, 2025 for scheduling and payroll for the ambulance. Motion by Sass, second by Hass to approve an increase to \$350.00 to be effective January 1, 2026 for the duties. Voting aye: Sass, Hass, Schlagel and Knock. Voting nay: Gjerde. Motion carried.

ADJOURN: Chairman Knock declared adjourned at 11:26 a.m. Next regular meeting Monday, December 29, 2025 at 8:30 a.m.

ATTEST:
(SEAL)

Wallace Knock, Chairman
Clark County
Board of Commissioners

Christine Tarbox,
Clark County Auditor

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