January 4, 2018

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 4, 2018 at 9:00 a.m. at the County Courthouse. Members present were: Jim Houck, Kevin Holgard, Melissa Miller, Scott Schilling and David Siemon. Also present were Auditor Rebecca Krein and States Attorney Jamie Hare.

Chairperson Siemon called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Houck moved and Miller seconded that the minutes of the meeting of December 29, 2017 be approved. Voting Aye: 5; Nay: 0. The motion was adopted.

**ADJOURNMENT OF 2017 BUSINESS**

**COUNTY COMMISSIONER CHAIR PERSON & VICE CHAIRPERSON FOR 2017:**

Miller nominated Schilling for the position of Walworth County Chairperson, Siemon nominated Houck. Voting by secret ballot as follows: Schilling - 3; Houck – 2. Schilling was appointed Chairperson of 2018.

 Siemon nominated Houck for the position of Vice Chairperson, Schilling nominated Holgard. Voting by secret ballot as follows: Houck – 3; Holgard – 2. Houck was appointed Vice-Chairperson for 2018.

**DESIGNATION OF OFFICIAL NEWSPAPERS:**

Holgard moved and Miller seconded to designate the Mobridge Tribune and the Selby Record/Continuing the Java Herald as Walworth County’s official newspapers for 2018. Voting Aye: 5; Nay: 0. The motion was adopted.

**DESIGNATION OF OFFICIAL DEPOSITORY:**

Houck moved and Siemon seconded to designate all banks in the county as the official depositories for 2018. Voting Aye: 5; Nay: 0. The motion was adopted.

**BOARD APPOINTMENTS:**

Schilling tabled appointments until the next meeting.

**COMMISSIONERS SALARY:**

Pursuant to SDCL 7-7-5, Houck moved and Miller seconded to set the salary at $10,192.35. Voting Aye: 5; Nay: 0. The motion was adopted.

**2017 SALARY SCHEDULE:**

Siemon moved and Holgard seconded to set the 2018 salary schedule as follows and to authorize said publication as per SDCL 6-1-10. The rate of pay for each county employee will reflect a 1.5 percent increase from their 2017 rate. All full time employees, shall also receive an additional $4.00 for each completed year of employment as longevity pay each pay period. Voting Aye: 5; Nay: 0. The motion was adopted.

**Commissioners:** Jim Houck, $10,192.35; Kevin Holgard, $10,192.35; David Siemon, $10,192.35; Melissa Miller, $10,192.35; Scott Schilling, $10,192.35;

 **Auditor’s Office:** Deputy Auditor Eva Cagnones, $15.42 per hour; Auditor Rebecca Krein, $46,033.42;

**Treasurer’s Office:** Deputy Treasurer Leah Holder, $15.42 per hour; Treasurer Nyla Moak, $44012.41;

**Sheriff’s Department:** Sheriff Joshua Boll, $53,286.09; Deputy Sheriff Travis Bentz, $19.48 per hour; Deputy Sheriff Kari Beaman, $19.04 per hour; PT Sheriff Secretary Reginna Kopriva, $15.42 per hour; Deputy Sheriff Aaron Vogel, $17.26 per hour; Chief Deputy Sheriff Justin Jungwirth, $41,209.00; FT Cook Patricia Dunwoody, $15.23 per hour; Correctional Officer Lance Schnaible, $15.67 per hour; Correctional Officer Glen Bissett, $16.19 per hour; Correctional Officer Eddie Rice, Jr., $16.19 per hour; Correctional Officer Allie Hilgemann, $16.19 per hour; Correctional Officer Leandra Smith, $15.67 per hour; Correctional Officer Jerrad Quenomoen, $15.15 per hour; Correctional Officer Sandra Frank, $15.15 per hour; Brandi Steinbach, $15.15 per hour; Correctional Officer Staci Thomson, $15.15 per hour; Correctional Officer Keith Hickam, $15.15 per hour; Correctional Officer David Hoff 15.15 per hour;

**Extension Office:** Extension Secretary Brenda DeToy, $15.42 per hour; 4-H Youth Advisor Shari Rossow, $15.42 per hour;

**Register of Deeds:** Register of Deeds Mica Mortenson, $44.012.41; Deputy Register of Deeds Casi Thomason, $15.42 per hour

**State’s Attorney’s Office:** States Attorney James Hare, $79,157.76; States Attorney Secretary Kathy Walker, $17.18 per hour;

**Director of Equalization Office:** Deputy Director of Equalization Greg Pudwill, $15.42; Deputy Director of Equalization Stephanie Bennis, $15.42 per hour; Director of Equalization Deborah Kahl, $20.49 per hour

 **Custodian:** David Scarpellini, $15.42 per hour

 **Veteran’s Service Officer:** Veteran’s Service Officer Leo Rookey, $14,567.64;

**Road and Bridge Department:** Highway worker James Ackerman, $18.63 per hour; Highway Worker Ronald Berens, $18.63 per hour; Highway worker Allen Frost, $18.63 per hour; Highway Superintendent/Business Manager Penny Goetz, $50,990.89; Mechanic Dwight Helm, $21.02 per hour; Road Foreman Marty Hook, $24.46 per hour; Highway Worker Leslie Noess, $18.63 per hour; Highway Worker Jason Walker, $18.60 per hour; Highway Worker Wayne Sandmeier, $18.60 per hour; Seasonal Highway Worker Gerald Fiedler, $12.74 per hour; Fulltime/Part-time Highway Worker Gerald Kosters, $15.18 per hour;

**Landfill Department:** Landfill Supervisor Ryan Badten, $57,380.70; Landfill worker Paul Davis, $15.92 per hour; Landfill Worker Bryce Hepper, $15.92 per hour; Landfill Worker David Weleba, $17.74 per hour; On-Call Landfill Worker James Goetz, $10.82 per hour;

**Prisoner/Mental Care Transport:** Certified Officer – current wage

**Part-Time On-Call Clerical:** $10.38 per hour

**Miscellaneous Board Members:** $50.00 per meeting;

**Coroner/Deputy Coroners:** Eric Schley, $150.00 fee per call plus expenses at actual cost

**ELECTION OFFICIAL FEES:**

Miller moved and Siemon seconded to adopt Resolution WC 2018 -01.

**RESOLUTION WC 2018-01**

**RESOLUTION TO ESTABLISH ELECTION OFFICIALS FEES**

WHEREAS, it may be necessary to appoint election officials in 2018, and

WHEREAS, pursuant to SDCL 12-15-11, the fee paid to election officials shall be established annually by the board of county commissioners at its first regular meeting of the year;

NOW THEREFORE, BE IT RESOLVED, by the Walworth County Board of Commissioners that for the year 2016, election officials shall be paid as follows:

Precinct Superintendent $17.00 per hour

Precinct Deputy $15.00 per hour

Counting Board Officials $15.00 per hour

Election school attendance $25.00 per occurrence

 WALWORTH COUNTY, SOUTH DAKOTA

 Scott Schilling

 Walworth County Commissioner Chairperson

ATTEST:

(SEAL)

 Rebecca Krein

 Walworth County Auditor

Voting Aye: 5; Nay: 0. Dated and adopted this 4th day of January, 2018 by a vote of the Board of Commissioners

**FUNERAL DIRECTOR FEES:**

Houck moved and Siemon seconded to adopt Resolution WC2018-02

 **RESOLUTION WC 2018-02**

**RESOLUTION ESTABLISHING FEES ALLOWED BY FUNERAL DIRECTOR**

WHEREAS, it may be necessary to conduct a county burial as per SDCL 28-17 in 2018; and

WHEREAS, pursuant to SDCL 28-17-4, the county shall allow the funeral director for merchandise and such services rendered, a sum to be established by resolution of the board of county commissioners in such county at their organizational meeting;

NOW THEREFORE, BE IT RESOLVED, by the Walworth County Board of Commissioners that for the year 2016, the funeral director shall be allowed the following:

 Maximum dollar amount for merchandise & services rendered for county burial: $2,500

 Outside Container: at cost when required and applicable invoice is provided

 WALWORTH COUNTY, SOUTH DAKOTA

 Scott Schilling

 Walworth County Commissioner Chairperson

ATTEST:

(SEAL)

 Rebecca Krein

 Walworth County Auditor

Voting Aye: 5; Nay: 0. Dated and adopted this 4th day of January, 2018 by a vote of the Board of Commissioners.

**ELECTED OFFICIALS SALARIES:**

Holgard moved and Miller seconded to adopt Resolution WC2018-03

**RESOLUTION WC 2018-03**

**RESOLUTION TO ESTABLISH SALARIES OF ELECTED OFFICIALS**

WHEREAS, Walworth County has established the following elected positions: county treasurer, county auditor, county register of deeds, county state’s attorney, and county sheriff; and

WHEREAS, pursuant to SDCL 7-7-9.1, SDCL 7-7-12, and SDCL 7-12-15, respectively; the board of county commissioners shall establish, by resolution, the salaries payable to said elected officials,

NOW THEREFORE, BE IT RESOLVED, by the Walworth County Board of Commissioners that for the year 2018, the salaries payable shall be as follows:

County Treasurer: $44,012.41

County Auditor: $46,033.42

County Register of Deeds: $44,012.41

County State’s Attorney: $79,157.76

County Sheriff: $53,286.09

County Coroner $150.00 per call

 WALWORTH COUNTY, SOUTH DAKOTA

 Scott Schilling

 Walworth County Commissioner Chairperson

ATTEST:

(SEAL)

 Rebecca Krein

 Walworth County Auditor

Voting Aye: 5; Nay: 0. Dated and adopted this 4th day of January, 2018 by a vote of the Board of Commissioners.

**CLAIMS APPROVED:**

Houck moved and Siemon seconded that the following claims be paid. Voting Aye: 5; Nay: 0.The motion was adopted.

**COMMISSIONERS:** City ofMobridge-water service @324, $10.50; City of Mobridge-water service @306, $10.50; Mobridge Tribune-Jail RFP Publication, $147.20; Mobridge Tribune-Official Proceedings, $134.25; Mobridge Tribune-Notice to bidders, $26.96; Rapid City Journal-Jail RFP Publishing, $249.00; SDPAA-Insurance Premiums, $5983.36

**ELECTIONS:** Insurance Premiums, $78.26

**AUDITOR:** Midcontinent- internet service, $14.38

**TREASURER:** Midcontinent- internet service, $14.38

**STATES ATTORNEY:** Midcontinent- internet service, $14.38; Mobridge Reg Hosp- BA Testing, $69.00

**COURTHOUSE:** City of Selby-water service, $914.38; HKG Architects-Roofing Project Fees, $9,486.00; Kens Western Lumber-Supplies, $200.77; Quill Corp-Hand Soap, $43.90; SDPAA-Insurane Premiums, $13,494.43

**DOE:** Midcontinent- internet service, $14.38

**REGISTER OF DEEDS:** Midcontinent- internet service, $14.37

**SHERIFF:** Midcontinent- internet services, $1,314.37; SDPAA-Insurance Premiums, $2,484.52

**JAIL:** City of Selby- Water Service, $129.12; Quill Corp- Labels, $71.98; SDPAA- Insurance Premiums, $17,950.29

**EMERGENCY & DISASTER:** Midcontinent- internet service, $7.19

**EXTENSION:** Country Woman-Magazine Sub, $14.98; Midcontinent-internet, $14.37; Shari Rossow-Meal Expense, $32.00; SDPAA- Insurance Premiums, $230.68

**WEED CONTROL:** Midcontinent- internet service, $7.18; SDPAA- Insurance Premiums, $442.00

**PLANNING & ZONING:** Mobridge Tribune- Zoning Proceedings, $17.07

**RD & BR:** City of Mobridge- Water ervice @ Mob Shop, $48.36; City of Selby-Water Services @ Selby Shop, $63.30; D-ware Inc-Software Program, $2750.00; MDU-Electricity @ Mob Shop, $32.89; North Central Farmers Elev-Supplies, $653.60; SDACHS- 2018 Dues, $275.00; SDPAA- Insurance Premiums, $18,968.31; Valle Telco-Cell Phone Service, $39.99

**COMMUNICATION CENTER:** City of Mob-911 Surcharge, $451.96

**SOLID WASTE:** Farnams parts-Battery Tester, $5.99; Farnams parts- 2 batteries L700, $369.98; Farnams parts-Battery Supplies, $10.97; Farnams parts-Jumper Cables 2ga 18’, $59.99; Farnams parts- 24v Booster Pac, $399.99; Runnings-Supplies, $58.97; SD Dept of Enviroment- Solid Waste Surcharge, $1,052.00; SDPAA- Insurance Premiums, $ 5,438.59; Servall- Rug Rental, $40.90; Valley Telco-Phone Service, $50.71; Valley Telco-Internet Service, $59.98

**ADVANCE TAX FUND:** Walworth Co Treasurer- Kevin Vojta, $6,608.94; Walworth Co Treasurer- Marlow Schaffer, $ 9,848.74; Walworth Co Treasurer- Lora Bieber, $ 535.82; Walworth Co Treasurer- SDMN Properties, $ 2902.92; Walworth Co Treasurer- Badgley Properties, $ 9.355.02; Walworth Co Treasurer- Marlyn LaMont, $ 5200.54; Walworth Co Treasurer- Rebecca & Allen Walth, $24,033.00

**5 CO TV DIST FUND:** fem Electric Assoc.-Electricity, $ 93.74

**SDACO-**M&P Remittance, $134.00

**LAWN CARE/SNOW REMOVAL:**

Holgard moved and Miller seconded to table the contract. No bids were received and options will be discussed at the next meeting. Schilling stated he will keep doing the snow removal until a decision is made. Voting Aye: 5; Nay: 0. The motion was adopted.

**POOR LIEN REFUND:**

Scott Artz requested the board $314.00 that had to be paid for his mother to sell her house. There was a lien attached to her name and he did not believe it was actually her expenses. Miller moved and Houck seconded to refund the amount of $314.00. Voting Aye: 5; Nay: 0. The motion was adopted.

**ABATEMENT:**

 Houck moved and Siemon seconded to approve an abatement for record 8821 in the amount of $88.85 for a mobile home that was gone at the time of assessment. Voting Aye; 5; Nay: 0. The motion was adopted.

**POOR RELIEF:**

DeToy updated the board on pending poor relief cases.

Holgard moved and Houck seconded top pay $4,531.88 for a poor claim to Brown County. Voting Aye: 5; Nay: 0. The motion was adopted.

**JAIL RAISES:**

Houck moved and Siemon seconded to approve a wage increase of $.52 for Sandra Frank for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

 Miller moved and Houck seconded to approve a wage increase of $.52 for Jarrod Quenomoen for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

 Houck moved and Miller seconded to approve a wage increase of $.52 for Brandy Steinbach for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

**SDPAA:**

Holgard moved and Houck seconded to approve signing the contract with South Dakota Public Assurance Alliance for 2018. Voting Aye: 5. Nay: 0. The motion was adopted.

**CLARK ENGINEERING:**

Holgard moved and Miller seconded to sign a contract with Clark Engineering for construction surveying services during the storm sewer tie-in portion of the roof replacement. Voting Aye: 5; Nay: 0. The motion was adopted.

**JAIL CONTRACTS:**

Siemon moved and Houck seconded to approve a 2 year agreement with Logan County for jail boarding at $95.00 per day. Voting Aye: 5; Nay: 0. The motion was adopted.

Schilling moved and Miller seconded to approve a 2 year agreement with Perkins County for jail boarding at $95.00 per day. Voting Aye: 5; Nay: 0. The motion was adopted.

**OLD BUSINESS:**

Krein informed the board that Emergency Manager & Weed & Pest Supervisor Shannon Thompson resigned and the advertisement has been sent to the papers.

**NEW BUSINESS:**

 Houck commended the staff on staying under budget for 2017.

 Holgard stated he would like the papers to contact State’s Attorney Hare if they are unable to attend the meetings to find out what happened at the meeting. Presently they have contacted Ryan Badten and there was a media policy agreed upon previously that named Hare as the contact.

**EXECUTIVE SESSION:**

Siemon moved and Miller seconded to enter into executive session at 10:30 a.m. per SDCL 1-25-2(1) regarding a personnel matter. Voting Aye: 5; Nay: 0. The motion was adopted. Chairman Schilling declared the executive session ended at 10:35 a.m. no action was taken.

**ADJOURNMENT:**

Houck moved and Schilling seconded that the Board of County Commissioners adjourn until the hour of 9:00 am January 17, 2017. Voting Aye: 5; Nay: 0.

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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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