January 6, 2015

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 6, 2015 at 9:00 a.m. at the County Courthouse. Members present were: Denis Arbach, Richard Godkin, Duane Martin and Scott Schilling. Absent was David Siemon. Also present were Auditor Rebecca Krein and States Attorney Jamie Hare.

Chairperson Arbach called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Godkin moved and Schilling seconded that the minutes of the meeting of December 30, 2014 be approved. Voting Aye: 4; Nay: 0. The motion was adopted.

**MONTHLY TREASURER’S REPORT:**

**TREASURER’S MONTHLY FINANCIAL REPORT TO COUNTY COMMISSIONERS**

**WALWORTH COUNTY, SOUTH DAKOTA**

**DECEMBER 31, 2014**

NSF CHECKS $ 580.77

BANKWEST SAVINGS $2,218,188.66

WELLS FARGO SAVINGS $ 0.00

GREAT WESTERN BANK $ 0.00

CASH IN OFFICE $ 945.96

CHECKS IN OFFICE $ 25,055.28

INVESTMENTS – CERT. OF DEPOSIT $2,250,000.00

LANDFILL POST CLOSURE $ 362,347.79

LANDFILL CELL CLOSURE $ 265,893.65

SOUTH DAKOTA FIT $ 0.00

CONSTRUCTION BOND $ 0.00

CLERK OF COURTS TRUST $ 0.00

TOTAL $5,123,012.11

**ADJOURNMENT OF 2014 BUSINESS**

**COUNTY COMMISSIONER CHAIR PERSON & VICE CHAIRPERSON FOR 2014:**

Martin moved and Schilling seconded to nominate Denis Arbach for the position of Walworth County Commissioner Chairperson for the year 2015, to cease nominations and to cast a unanimous ballot for Arbach. Voting Aye: 4; Nay: 0. The motion was adopted.

Martin moved and Schilling seconded to nominate Richard Godkin for the position of Walworth County Commissioner Vice-Chairperson for the year 2015, to cease nominations and to cast a unanimous ballot for Godkin. Voting Aye: 4; Nay: 0. The motion was adopted.

**DESIGNATION OF OFFICIAL NEWSPAPERS:**

Schilling moved and Godkin seconded to designate the Mobridge Tribune and the Selby Record/Continuing the Java Herald as Walworth County’s official newspapers for 2014. Voting Aye: 4; Nay: 0. The motion was adopted.

**DESIGNATION OF OFFICIAL DEPOSITORY:**

Godkin moved and Martin seconded to Bankwest as the official depository for 2015. Voting Aye: 4; Nay: 0. The motion was adopted.

**BOARD APPOINTMENTS AS PER CHAIRMAN ARBACH:**

**SIEMON:** Community Health Council, Landfill, North Central Regional E911, Highway, Northeast Council of

Governments

**SCHILLING:** Jail, Extension, Investment & Finance

**GODKIN:** Rural Zoning, Purchasing, Courthouse Maintenance, War Hawk Emergency Management District **ARBACH:** Highway, Weeds, North Central RC & D, and Northeast Council of Governments

**MARTIN:** Ambulance, Insurance, Landfill

**NORTH CENTRAL REGIONAL E911:** David Siemon and Curt Rawstern

**EMERGENCY DISASTER COORDINATOR:** Penny Goetz

**VETERANS’ SERVICES OFFICER:** Leo Rookey, Jr.

**WAR HAWK EMERGENCY MANANGEMENT COORDINATOR:** Ted Schweitzer

**FAMILY ASSISTANCE COORDINATOR:** Brenda DeToy

**PURCHASING:** Rebecca Krein, Nyla Moak, and Richard Godkin

**INSURANCE:** Rebecca Krein and Duane Martin

**RURAL ZONING BOARD:** Harley Brockel, Duane Karst, Harley Overseth, Stanley Weiss, and Richard Godkin

**EXTENSION BOARD:** Todd Biel, Garnet Perman, Scott Schilling, and Cindy Zabel

**NORTHEASTERN MENTAL HEALTH:** Gwenn Ackerman

**BOARD OF ZONING ADJUSTMENTS:** Duane Martin, David Siemon and Richard Godkin; alternates: Scott Schilling and Denis Arbach

**PERSONNEL POLICY:** Denis Arbach, Richard Godkin, Duane Martin, David Siemon, Scott Schilling, Rebecca Krein, Sue Eisemann, Penny Goetz and Josh Boll

**“504” TASK & A.D.A:** Commissioner Denis Arbach, Auditor Rebecca Krein, Non-elected employee Deborah Kahl, Veterans’ Services Officer Leo Rookey, County Handicapped Representative At-Large: vacant,

**BUILDING MAINTENANCE:** Richard Godkin, David Siemon, and Highway Superintendent Penny Goetz

**4-H COMPLEX POLICY COMMITTEE:** Commissioner Scott Schilling, Auditor Rebecca Krein, and Highway Superintendent Penny Goetz

**MEDICAL EQUIPMENT COMMITTEE:** Walworth County Representative Brenda Detoy, Selby Legion Auxiliary Representative Mary Lou Bucklin, Java Legion Auxiliary Representative Lois Wolf and Selby Lioness Representative Florence Karst

**TELEVISION TRANSLATOR DISTRICT:** Phylliss Pudwill

**WEED BOARD:** Commissioner Denis Arbach, Kirk Miller, Ernie Mertz, Ralph Rabenberg, Gordon Huber, and Gene Zabel

**COMMISSIONERS SALARY:**

Pursuant to SDCL 7-7-5, Godkin moved and Martin seconded to set the salary of the commissioners for the 2015 fiscal year at $10,041.73 keeping salaries as they were decided at the adoption of the 2015 budget. Voting Aye: 4; Nay: 0. The motion was adopted.

**2015 SALARY SCHEDULE:**

Godkin moved and Schilling seconded to set the 2014 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 three percent increase from their 2014 rate. All full time employees, with the exception of elected officials, shall also receive an additional $3.00 for each completed year of employment as longevity pay each pay period. Voting Aye: 4; Nay: 0. The motion was adopted.

**Commissioners:** Denis Arbach, $10,041.73; Richard Godkin, $10,041.73; David Siemon, $10,041.73; Duane Martin, $10,041.73; Scott Schilling, $10,041.73;

**Auditor’s Office:** Deputy Auditor Patti Baumann, $14.26 per hour; Auditor Rebecca Krein, $42,555.12;

**Treasurer’s Office:** Deputy Treasurer Stephanie Bennis, $14.26 per hour; On-Call Deputy Treasurer Leah Holder, $13.27 per hour; Treasurer Nyla Moak, $40,686.82;

**Sheriff’s Department:** Sheriff Joshua Boll, $49,259.78; Deputy Sheriff Travis Bentz, $17.51 per hour; On-Call Sheriff Secretary Cristy Holder, $10.38 per hour; Deputy Sheriff Thomas Strickland, $40,705.56; Certified Correctional Officer Earleen Irigoyen, $14.89 per hour; Certified Correctional Officer Joshua Nelson, $14.89 per hour; Certified Correctional Officer Kari Beaman, $16.48 per hour; Certified Correctional Officer Lillan Timmons, $14.64 per hour; Uncertified Correctional Officer Jordan Anderson, $16.48 per hour; Uncertified Correctional Officer Aaron Vogel, $14.64 per hour; Part-time Uncertified Correctional Officer Rolanda Shawrer, $13.61 per hour; Part-time Uncertified Correctional Officer Ashley Smith, $13.61 per hour; Part-time Uncertified Correctional Officer Brooke Schwartz, $13.61 per hour; Uncertified Correctional Officer Jeremy Johnson, $13.61 per hour; Uncertified Correctional Officer Kylee Franklin, $14.12 per hour; Uncertified Correctional Officer Patricia Dunwoody, $14.12

**Extension Office:** Extension Secretary Brenda DeToy, $14.26 per hour;

**Register of Deeds:** Register of Deeds Susan Eisemann, $40,686.82; Deputy Register of Deed Mica Mortenson, $14.26 per hour;

**State’s Attorney’s Office:** States Attorney James Hare, $72,835.41; States Attorney Secretary Kathy Walker, $15.89 per hour;

**Director of Equalization Office:** Deputy Director of Equalization Greg Pudwill, $14.26; Deputy Director of Equalization Jill Hoogeveen, $14.26 per hour; Director of Equalization Deborah Kahl, $18.94 per hour

**Janitor:** Leah Holder, $13.27 per hour

**Emergency Manager/Weed Supervisor:** Shannon Thompson, $36,050.00;

**Veteran’s Service Officer:** Veteran’s Service Officer Leo Rookey, $13,466.90;

**Road and Bridge Department:** Highway worker James Ackerman, $17.22 per hour; Highway Worker Ronald Berens, $17.20 per hour; Highway worker Allen Frost, $17.22 per hour; Highway Superintendent/Business Manager Penny Goetz, $47,138.01; Mechanic Dwight Helm, $19.43 per hour; Road Foreman Marty Hook, $22.61 per hour; Highway Worker Darin Van Well, $16.71 per hour; Highway Worker Leslie Noess, $17.22 per hour; Highway Worker Jason Walker, $17.20 per hour; Seasonal Highway Worker Gerald Fiedler, $11.77 per hour; Fulltime/Part-time Highway Worker Gerald Kosters, $14.04 per hour;

**Landfill Department:** Landfill Supervisor Ryan Badten, $53,045.00; Landfill worker Paul Davis, $14.71 per hour; Landfill Worker Bryce Hepper, $14.71 per hour; Landfill Worker David Weleba, $16.40 per hour; On-Call Landfill Worker James Goetz, $10.00 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:** Daniel Snyder, Kenneth Ripley, $78.00 fee per call plus expenses at actual cost

**ELECTION OFFICIAL FEES:**

Godkin moved and Schilling seconded to adopt Resolution WC 2015 -01.

**RESOLUTION WC 2014-01**

**RESOLUTION TO ESTABLISH ELECTION OFFICIALS FEES**

WHEREAS, it may be necessary to appoint election officials in 2015, 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 2015, election officials shall be paid as follows:

Precinct Superintendent $10.00 per hour

Precinct Deputy $10.00 per hour

Counting Board Officials $10.00 per hour

Election school attendance $15.00 per occurrence

WALWORTH COUNTY, SOUTH DAKOTA

Denis Arbach

Walworth County Commissioner Chairperson

ATTEST:

(SEAL)

Rebecca Krein

Walworth County Auditor

Voting Aye: 4; Nay: 0. Dated and adopted this 6th day of January, 2015 by a vote of the Board of Commissioners

**FUNERAL DIRECTOR FEES:**

Martin moved and Godkin seconded to adopt Resolution WC2015-02

**RESOLUTION WC 2015-02**

**RESOLUTION ESTABLISHING FEES ALLOWED BY FUNERAL DIRECTOR**

WHEREAS, it may be necessary to conduct a county burial as per SDCL 28-17 in 2015; 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 2015, the funeral director shall be allowed the following:

Maximum dollar amount for merchandise & services rendered for county burial: $2,000

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

WALWORTH COUNTY, SOUTH DAKOTA

Denis Arbach

Walworth County Commissioner Chairperson

ATTEST:

(SEAL)

Rebecca Krein

Walworth County Auditor

Voting Aye: 4; Nay: 0. Dated and adopted this 6th day of January, 2015 by a vote of the Board of Commissioners.

**ELECTED OFFICIALS SALARIES:**

Martin moved and Schilling seconded to adopt Resolution WC2015-03

**RESOLUTION WC 2015-03**

**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 2015, the salaries payable shall be as follows:

County Treasurer: $40686.82

County Auditor: $42555.12

County Register of Deeds: $40686.82

County State’s Attorney: $72835.41

County Sheriff: $49259.78

County Coroner $78.00 per call

WALWORTH COUNTY, SOUTH DAKOTA

Denis Arbach

Walworth County Commissioner Chairperson

ATTEST:

(SEAL)

Rebecca Krein

Walworth County Auditor

Voting Aye: 4; Nay: 0. Dated and adopted this 6th day of January, 2015 by a vote of the Board of Commissioners.

**CLAIMS APPROVED:**

Schilling moved and Martin seconded that the following claims be paid. Voting Aye: 4; Nay: 0. The motion was adopted.

**COMMISSIONERS:** Denis Arbach – mileage expense, $84.36; Cardmember Service – postage, $7.21; Richard Godkin – mileage expense, $46.62; Duane Martin – mileage expense, $61.16; Mobridge Tribune – official proceedings, $285.12; SDACC – membership dues, $1,261.32; SDML Workers Compensation Fund – workers compensation, $161.56; Selby Record – subscription, $27.00; David Siemon – mileage expense, $121.36;

**AUDITOR:** Cardmember Service - postage service charge & postage, $143.21; Midcontinent Communications – internet service, $13.12; SDACO – membership dues, $301.89; SDML Workers Compensation Fund – workers compensation, $205.36;

**TREASURER:** Cardmember Service – postage service charge, $6.25; Midcontinent Communication – internet service, $13.12; Mobridge Tribune – delinquent tax list, $444.00; SDACO – membership dues, $301.89; SDML Workers Compensation Fund – workers compensation, $259.43;

**STATES ATTORNEY:** Cardmember Service – postage service charges & postage, $275.74; Connecting Point – printer & software, $2,536..00; Midcontinent Communication - internet services, $13.12; Mobridge Regional Hospital – blood alcohol draws, $260.00, Paul E Bachhand – membership dues & per capita dues, $753.00, SDML Workers Compensation Fund – workers compensation, $278.23;

**COURTHOUSE:** Cardmember Service – paper products, extension cord, vacuum agitator & cleaning supplies, $104.77; City Of Selby – water & sewer service, $84.68; Kens Western Lumber – paint supplies, $19.98; Mobridge Ace – supplies, $21.69; SDML Workers Compensation Fund – workers compensation, $927.00; , Servall Uniform & Linen – mops & mats, $39.96; Kurt A Wolf – snow removal, $775.00;

**DOE:** Cardmember Service – postage service charge; $6.25, Connecting Point – repairs, $160.00; Midcontinent Communications – internet service, $13.12; SDML Workers Compensation Fund – workers compensation, $1,260.76;

**REGISTER OF DEEDS:** Cardmember Service – postage service charges & postage, $73.88; Midcontinent Communications – internet service, $13.13; SDACO – membership dues, $301.88; SDML Workers Compensation Fund – workers compensation, $217.96;

**VETERANS SERVICE OFFICER:** SDML Workers Compensation Fund – workers compensation, $41.72;

**SHERIFF:** Cardmember Service – postage service charges & gasoline, $40.03; Midcontinent Communications – internet service, $13.13; SDML Workers Compensation Fund – workers compensation, $2,774.08; SD Sheriffs Association – association dues, $513.14;

**JAIL:** Avera St. Luke’s DBA – medical care, $34.80; Cardmember Service – groceries, $68.40; City Of Selby – water & sewer service, $143.97; Family Dollar – otc medication, groceries, cleaning supplies & personal care items, $167.90; Drs McClellan & Swanson – dental care, $94.73; Merkel’s Food – groceries, cleaning supplies, paper products & supplies, $1,400.37; Reliance Telephone Inc – calling cards, $5,000.00; Salsbury Industries – storage lockers, $540.85; SDML Workers Compensation Fund – workers compensation, $6,490.64; Servall Uniform & Linen – mat rental, $17.84; Stoicks Food Center – groceries, $10.38;

**EMERGENCY & DISASTER:** Midcontinent Communications – internet service, $6.56; SDML Workers Compensation Fund – workers compensation, $22.10; Dewey County Treasurer – grants to other entity, $4,000.00;

**SUPPORT OF POOR:** Cardmember Service – postage service charges & postage, $7.14; SDML Workers Compensation Fund – workers compensation, $40.60;

**EXTENSION:** Cardmember Services – postage service charges & postage, $54.04; Midcontinent Communication – internet service, $13.13; SDML Workers Compensation Fund – worker compensation, $36.76;

**WEED CONTROL:** Midcontinent Communication – internet service, $6.57; SDML Workers Compensation Fund – workers compensation, $642.00;

**PLANNING & ZONING:** SDML Workers Compensation Fund – workers compensation, $8.80;

**RD & BR:** Cam Wal Electric Cooperative – electricity @ Hoven shop, $69.49; Cardmember Service – postage, $3.30; Central Diesel Sales Inc – supplies, $16.91; City Of Mobridge – water & sewer @ Mobridge shop, $48.28, City Of Selby – water & sewer service, $103.91; D-Ware Inc – software support, $1,800.00; Hoven Media Inc – snow removal, $42.00; Mobridge Tribune – notice of hearing & snow removal, $81.22; North Central Farmers Elevator – fuel & gasoline, $392.24; Praxair Distribution Inc – welding supplies, $35.44; SDACHS – annual dues, $225.00; SDML Workers Compensation Fund – workers compensation, $15,090.00; Servall Uniform & Linen – rag rentals, $20.10; Shorty’s One Stop – gasoline, $456.31; Valley Telecommunications – cell phone service, $39.99; West River Telecommunications – phone service @ Mobridge shop, $32.04;

**SOLID WASTE:** Butler Machinery Co – supplies, $240.70; Cardmemeber Service – band saw blades & registration, $217.89; Farnams Genuine Parts – welding wire & supplies, $210.99; Menards – supplies, $84.40; Mobridge Ace – supplies, $187.00; SD Dept. Of Environment – solid waste surcharge, $1,082.00; SDML Workers Compensation Fund – workers compensation, $7,954.00; Servall Uniform & Linen – mat rentals, $53.34; Shorty’s One Stop – gasoline, $177.31; Web Water Development – water service, $34.15;

**5 COUNTY TELEVISION DISTRICT FUND:** Cam Wal Electric Cooperative – electricity, $1,161.99; Fem Electric Association – electricity, $93.28; Marin Biel Insurance Inc – Property Insurance; $19,255.00;

As required by SDCL 6-1-10, the December payroll paid by department was as follows: Commissioners - $6,359.41; Auditor - $10,581.33; Treasurer - $8,684.80; States Attorney - $14,169.31; Court House - $3,990.24; Director of Equalization – $9,644.63; Register of Deeds - $9,250.93; Veterans Service Officer - $1,172.91; Sheriff - $15,994.44; Jail - $47,503.26; Coroner - $161.47; Emergency & Disaster - $2,708.40; Poor - $787.32; Extension - $1,317.96; Weed & Pest - $1,882.68; Zoning – $808.15; Road & Bridge - $52,257.49; Solid Waste - $20,102.27; 5 County TV Translator District - $1,033.44.

**BUDGET SUPPLEMENT:**

Since no person was in attendance to dispute the supplement Martin moved and Schilling seconded to authorize the supplement to the Road and Bridge fund in the amount of $227,833.95. Voting Aye: 4; Nay: 0. The motion was adopted.

**JAIL CAMERA SYSTEM:**

Sheriff Boll informed the board that the replacement of the failing camera system in the jail is going to be approximately between $33,500 to 48,000. The board advised him to get more information.

**LAW ENFORCEMENT ACADEMY:**

Sheriff Boll again requested to send jailers to academy. Martin stated after looking at the budget increases and repairs needed he don’t think it’s a good idea at this time.

**AGENDA ITEMS:**

Krein suggested that 1 or 2 commissioners meet with Boll to discuss items before putting them on the agenda so that when it is on the agenda there is an actual request.

**PART-TIME JAILER:**

Godkin moved and Schilling seconded to approve the wage of Brooke Schwartz as part-time jailer at $13.61 per hour with a 6 month probation period. Voting Aye: 4; Nay: 0. The motion was adopted.

**JAIL CONTRACTS:**

Schilling moved and Godkin seconded to approve the jail contracts with Potter, Emmons, Corson, Hyde, Spink, Sully, McPherson, Stanley, Edmunds, Campbell and McIntosh Counties. Voting Aye: 4; Nay: 0. The motion was adopted.

**SURPLUS PROPERTY:**

Godkin moved and Schilling seconded to surplus a coat rack from the Jail to the Courthouse. Voting Aye: 4; Nay: 0. The motion was adopted.

Schilling moved and Godkin seconded to surplus damaged cabinet to be destroyed. Voting Aye: 4; Nay: 0. The motion was adopted.

**COUNTY ASSISTANT:**

Martin stated there is a need for someone to help the board along. Many counties have this type of person. Questions on jail items need more studying and research done. Building permits need to be tracked. Facilities need repairs. Check for grants available for different projects. Martin stated that the Landfill Supervisor Ryan Badten has qualifications to handle these tasks. Badten would assume duties at no additional pay. Martin moved and Schilling seconded to appoint Badten as County Assistant for a 6 month trial period. Voting Aye: 4; Nay: 0. The motion was adopted.

**DIRECTOR OF EQUALIZATION:**

Martin requested an update from Director of Equalization Deb Kahl. She stated that Ag land is where it needs to be based on law. And she is focusing on Mobridge residential properties. Martin questioned the need for 2 people to go out and look at properties. Kahl stated it is for safety and liability reasons. He stated that since she hired male employee Greg Pudwill, he should be able to go out by himself and eliminate the need for 2 women to go. Kahl stated she would consider the request.

**WEIDEMAN PLAT:**

Godkin moved and Martin seconded to approve the Plat of Weideman Subdivision in the SW4 Section 32-T124N-R76W of the 5th P.M., Walworth County, SD. Voting Aye: 4; Nay: 0. The motion was adopted.

**COUNTY ANNUAL REAL ESTATE LEASING:**

Martin moved and Godkin seconded to authorize Auditor Krein to publish the Notice of Annual Leasing for Real Estate Belonging to the County. Voting Aye: 4; Nay: 0. The motion was adopted.

**NEW BUSINESS:**

Schilling questioned the County owned building in Java and why the Highway department does not haul it out. Goetz stated that they could if the county gets someone to tear it down.

Schilling stated he drives the county roads all the time and wondered why the Highway department does not have packers on their blades. Goetz stated that they are approximately $20,000 each. Schilling stated that in his opinion the county roads are not in good shape and we should definitely look into getting a packer.

Schilling questioned the policy on the highway department hours. He thinks the county highway should do more 5 day workweeks and follow the same schedule as the state highway department. Goetz stated it follows the time change. He stated that we are doing road maintenance the same way as 30 years ago and the equipment traveling on the roads is larger and heavier than back then. Goetz invited Schilling to come to the shop to discuss his concerns with her following the meeting.

**ADJOURNMENT:**

Godkin moved and Martin seconded that the Board of County Commissioners adjourn until the hour of 9:00 am January 20, 2015. Voting Aye: 4; Nay: 0.

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**DENIS ARBACH, CHAIRPERSON**

**ATTEST:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**REBECCA KREIN, AUDITOR**

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