January 21, 2014

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 21, 2014 at 9:00 a.m. at the County Courthouse. Members present were: Denis Arbach, Richard Godkin, Duane Martin, Don Leff and Phylliss Pudwill. Also present were Auditor Rebecca Krein, States Attorney Jamie Hare, and Sandy Bond, news reporter for the Mobridge Tribune.

Chairperson Arbach called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Leff moved and Pudwill seconded that the minutes of the meeting of January 7, 2014 be approved. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS:** Lincoln National Life Ins – life insurance, $14.26; Northeast Council of Gov. – JCA dues, $8207.98; SDACC – 2014 membership dues, $1261.32; Venture Communications Coop – phone service, $44.04;

**ELECTIONS:** Election Systems & Software – maintenance agreement, $1984.00

**COURTS:** Kristi A Brandt – transcripts, $604.40;

**AUDITOR:** Lincoln National Life Ins – life insurance, $13.26; Venture Communications Coop – fax & phone service, $74.30

**TREASURER:** Lincoln National Life Ins – life insurance, $13.26; Venture Communications Coop – fax & phone service, $82.00;

**STATES ATTORNEY:** Lincoln National Life Ins – life insurance, $13.26; Darlene Medicine Crow – mileage & witness fee, $349.16; Quill Corporation – ink cartridges, $66.16; Jessica Summers – witness & mileage fee, $35.54; Venture Communications Coop – phone service, $0.26;

**COURTHOUSE:** Randy Carlson – roof & sewer repairs, $1173.00; Hase Plumbing Heating & Air – stool & sewer repairs, $427.01; Lincoln National Life Ins – life insurance, $6.63; Selby Oil Company – ice salt, $12.00;

**DOE:** Lincoln National Life Ins – life insurance, $19.89; Venture Communications Coop – phone & fax service, $58.41;

**REGISTER OF DEEDS:** Integrated Imaging Inc – microfilm processing, $16.93; Lincoln National Life Ins – life insurance, $13.26; Venture Communications Coop – fax & phone service, $51.24;

**VETERANS SERVICE OFFICER:** West River Telecommunications – phone service, $36.40;

**SHERIFF:** Graffix Shoppe – graphics for 2008 Crown Vic, $306.98; Lincoln National Life Ins – life insurance, $15.91; Pennington County – transport, $119.55; SD Sheriff’s Association – association dues, $513.14; Venture Communications Coop – phone & fax service, $111.87;

**JAIL:** Lincoln National Life Ins – life insurance, $48.40; Mobridge Medical Clinic – medical care, $40.57; Mobridge Regional Hospital – medical care, $533.92; Oscar Prasek Jr – repair downspouts, $20.00; Schilling Excavation – jail repairs, $3283.17; Selby Ambulance Service Inc – medical care, $321.36; Venture Communications Coop – internet, phone & fax service, $191.48;

**EMERGENCY & DISASTER:** SDML Workers Compensation Fund – insurance premium, $20.00;

Venture Communications Coop – radio service, $30.10; Dewey County Treasurer – 2014 allocation, $4000.00;

**SUPPORT OF POOR:** Quill Corporation – ink cartridges, $66.17; Venture Communications Coop, $25.14;

**ECONOMIC ASSISTANCE:** 2014 allocation, $2500.00;

**MENTALLY ILL:** SD Department of Revenue – services, $39.46;

**DEVELOPMENTALLY DISABLED:** SD Department of Revenue – services, $60.00;

**HISTORICAL MUSEUM:** Klein Foundation Inc – grant to other entity, $4000.00;

**EXTENSION:** A&B Business Inc – calendar, $22.95; Lincoln National Life Ins – life insurance, $6.63; Quill Corporation – ink cartridges, $218.65; Venture Communications Coop - $26.07;

**SOIL CONSERVATION:** 2014 allocation, $12500.00

**WEED CONTROL:**  Lincoln National Life Ins – life insurance, $4.31; Weed & Pest Conference – registration Rabenberg & Walker, $170.00;

**URBAN & RURAL DEVELOPMENT:** North Central RC & D – membership dues, $160.00;

**RD & BR:** Hoven Coop Service Company – gasoline, fuel, 360 gals propane @$1.98, $1956.69; Lincoln National Life Ins – life insurance, $59.67; Montana Dakota Utilities – electricity @ Hoven shop, $32.63; Servall Uniform & Linen – towels & rugs, $18.59;

**SOLID WASTE:** Jensen Rock & Sand – Phase IV Cell Construction , $6680.00; Lincoln National Life Ins – life insurance, $26.52; Quill Corporation – digital postal scale, $119.99; SD Department of Agriculture – fertilizer license fee, $25.00; Servall Uniform & Linen – rugs, $17.09

**STATE ACCOUNT FUND:** SD Department of Revenue – ROD & vital record fees, $510.00; SD Department of Revenue – motor vehicle fees, $55889.79;

**ADVANCE TAX FUND:** Walworth County Treasurer – Roshau, Hunter, Biederstedt, Baumann, Von Wald, Byre, Zabel, $9600.77;

**PARTIAL PAYMENTS FUND:** Walworth County Treasurer – Utter, $800.00;

**SALE/EXCISE TAX FUND:** SD State Treasurer – state sales tax, $305.25; SD State Treasurer – city sales tax, $19.53; SD State Treasurer – excise tax, $19.40;

**REGIONAL E911 FUND:** AT&T – access charges, $152.65; Centurylink – access charges, $1277.15; Language Line Services – interpretation services, $90.00; North Central Regional 911 – transfer of funds, $258985.76; Venture Communications Coop – data base updates, access charges, 424.09; West River Telecommunications – access charges, $1896.08;

**WEST PAYMENT CENTER:** information charges, $1921.50

**TREASURER’S OFFICE:**

The board received a written report from former Dewey County Treasurer Kelli Mowrer concerning the time she spent in the Walworth County Treasurer’s office and her recommendation at this time would be to request that the South Dakota Dept. of Legislative Audit come in and do a partial audit to get the office current. The Commissioners requested Auditor Krein contact them to arrange the audit.

**EXECUTIVE SESSION:**

Leff moved and Pudwill seconded to enter into executive session at 9:15 a.m. for the purpose of discussing a personnel issue as per SDCL 1-25-2(1). Voting Aye: 5, Nay: 0. The motion was adopted.

Chairman Arbach declared the executive session ended and the board reconvened in regular

session at 9:43 a.m.

**CONTINGENCY TRANSFERS:**

Leff moved and Pudwill seconded to approve the following contingency transfers for 2013:

 101-141 Auditor; $152.40

 101-142 Treasurer; $339.86

 101-162 Director of Equalization; $339.70

 101-163 Register of Deeds; $106.23

 101-222 Emergency & Disaster; $4215.49

 101-445 Mentally Ill; $285.83

 101-522 Parks; $144.47

 101-611 Extension; $33.06

 101-711 Planning & Zoning; $5.06

 226-222 Emergency & Disaster; $992.04

 299-211 D.A.R.E.; $353.05

Voting Aye: 5; Nay: 0. The motion was adopted.

**BUDGET SUPPLEMENTS:**

Pudwill moved and Leff seconded to supplement the 2013 Weed & Pest Budget $24995.24 for reimbursement received from the State of South Dakota for services and fees. Voting Aye: 5; Nay: 0. The motion was adopted.

Godkin moved and Martin seconded to supplement the 2013 Emergency & Disaster budget $34738.80 for grant reimbursement. Voting Aye: 5; Nay: 0. The motion was adopted.

**MONTHLY DEPARTMENT HEAD MEETING:**

There were no issues presented by any of the Department Heads or the Commissioners. It was agreed that from now on, if an issue arises with any Department Head a request should be made to be put on the agenda. If no issues have arisen, the Department Heads would not automatically be put on the agenda.

**JAIL GRIEVANCE:**

This agenda item was tabled until the next meeting.

**HIGHWAY & LANDFILL ISSUES:**

The culvert replacement on County Road 236 was discussed. Partial payment was made at the January 7th meeting. Highway Superintendent Goetz stated that there will be additional fees when the completion work is finished in the spring.

Pudwill moved and Leff seconded to sign a striping agreement with the State of South Dakota. Voting Aye: 5; Nay: 0; The motion was adopted

Superintendent Goetz informed the board that the Highway Department needs to order a computer with Windows 8.1 to run the highway operating system software. She estimates that it will cost approximately $450.

Superintendent Goetz requested to purchase a hydraulic snow wing for $16629 which was included in her equipment budget request for 2014.

Pudwill moved and Godkin seconded to approve a change order with Jensen Rock & Sand for the contract for Walworth County Landfill Phase IV Liner Construction. Voting Aye: 5; Nay: 0. The motion was adopted.

Leff moved and Godkin seconded to authorize Chairperson Arbach to sign a grant reimbursement request from Solid Waste Management Program Grant #2014G-SW-205 in the amount of $64975.20 for the cell construction. Voting Aye: 5; Nay: 0. The motion was adopted

A bid opening for the Landfill Wheel loader was held. The following bids were submitted: Butler - $273953.00; Sheehan-Mack - $245875.00; and RDO Equipment - $279000.00. Godkin moved and Martin seconded to table a decision until the first meeting in February. Voting Aye: 2; Nay: 3 the motion failed. In ensuing discussion Landfill Supervisor Badten reported that he has contacted 8 landfills across the state. 4 had the Volvo, 3 had John Deere, and 1 had Caterpillar. None had any bad reports on any of the equipment. Discussion was also held concerning the fire danger of outboard brakes as opposed to inboard brakes. At 10:25 a.m. the Commission recessed until 10:38 am.

Godkin moved to accept the lowest bid according to which one he thought met the specifications in the notice which would be Butler. The motion died for lack of a second.

Martin moved and Leff seconded to accept the bid from Sheehan-Mack, which was also the lowest, because the difference in specifications, he believes is an upgrade, and the machine is fuel efficient. Voting Aye: 4; Nay: 1. The motion was adopted.

Landfill Supervisor Badten requested permission to advertise 2 HP Compaq computers with Windows Vista operating system for sale and to destroy a Linksys Wireless Router. Permission was granted.

Landfill Supervisor Badten reported that he is writing a grant for recycling purposes. The grant would be 60% reimbursement for money spent. He would like to know how much the County would be willing to spend out of budget. He suggested that we could increase the tipping fees to apply to the recycling program. Further discussion will be held at a later date.

**FIRE ESCAPES:**

Discussion was held concerning fire escapes in both the courthouse and the jail. It was suggested that smoke alarms be installed in every office and in each hallway area on every floor. It was also reported that the unstable fire escape on the jail could be fixed with some minor repairs, and a quote from Mobridge Manufacturing is reported to be approximately $850. Martin moved and Godkin seconded to install the smoke alarms and to repair the jail fire escape. Voting Aye: 5; Nay: 0. The motion was adopted.

**NEW BUSINESS:**

Auditor Krein had requests to accept phone bids for the County Annual Land Lease Auction on February 4th, 2014. The board stated that phone bids will be accepted, however the winning bidders must make payment before 5:00 p.m. the same day. Commissioner Leff discussed the possibility of setting money aside every year to designate as a Jail Building Reserve. This will be discussed at a future meeting.

**ADJOURNMENT:**

Godkin moved and Leff seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. February 4, 2014. Voting Aye: 5; Nay: 0.

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**DENIS ARBACH, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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