April 16, 2013

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in regular session on April 16, 2013 at 9:00 a.m. at the County Courthouse. Members present were: Denis Arbach, Richard Godkin, Duane Martin, Donald Leff, and Phylliss Pudwill. Also present were Auditor Rebecca Krein, State’s Attorney James Hare, and Sandy Bond, news reporter for the Mobridge Tribune.

Chairperson Pudwill called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Leff moved and Martin seconded that the minutes of the meeting of April 9, 2013 be approved. Voting aye: 5; nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS:** Neopost USA Inc. – postage meter rental, $2.63

**ELECTIONS:** Neopost USA Inc. – postage meter rental, $5.69

**COURTS:** Neopost USA Inc. – postage meter rental, $33.82

**AUDITORS:** Neopost USA Inc. – postage meter rental, $15.25; Rebecca Krein – meal expense, $54.00

**TREASURER:** Neopost USA Inc. – postage meter rental, $50.69; SDACO – registration Pudwill, $175.00

**STATES ATTORNEY:** Neopost USA Inc. – postage meter rental, $17.12; Charles & Diane Sanger – mileage expense, $15.57; Charles & Diane Sanger – subpoena, $40.00; Vernon McLaughlin – mileage expense, $15.57; Vernon McLaughlin – subpoena, $20.00

**COURT APPOINTED ATTORNEY:** Christopher R Jansen – Court Appointed Attorney, $1058.40

**DOE:** Neopost USA Inc. – postage meter rental, $35.22

**REGISTER OF DEEDS:** Sue Eisemann – meal expense, $54.00; Sue Eisemann – mileage expense, $216.08; Neopost USA Inc. – postage meter rental, $8.96; SDACO – M & P Fund, $120.00

**SHERIFF:** Neopost USA Inc. – postage meter rental, $6.34

**EMERGENCY & DISASTER:** West River Telecommunications – phone service, $41.98; West River Telecommunications – internet service, $35.48; Western Communications Inc. – install radio, $867.98

**SUPPORT OF POOR:** Neopost USA Inc. – postage meter rental, $0.87

**MENTAL ILLNESS BOARD:** Hearing – 63A-20, $15.00; Hearing – 63A-20, $150.46; Hearing – 63A-20, $15.00; Yankton Co Sheriff’s Office – services & fees, $25.00

**EXTENSION:** Neopost USA Inc. – postage meter rental, $3.30

**WEED CONTROL:**  Neopost USA Inc. – postage meter rental, $0.37

**PLANNING & ZONING:** Neopost USA Inc. – postage meter rental, $0.19

**RD & BR:** Montana Dakota Utilities – electricity Java Shop; Neopost USA Inc. – postage meter rental, $1.18

**SOLID WASTE:** Cam Wal Electric Cooperative – disconnecting power, $190.83; Neopost USA Inc. – postage meter rental, $1.37

**REGIONAL 911 FUND:** Language Line Services – interpretation services, $90.06; Valley Telecommunications – access charges, $871.16; Wright Line – supplies, $132.00

**COURTHOUSE MAINTENANCE:**

Janitor Leah Holder met with the board concerning the conversation regarding sub-contracting of some minor maintenance issues in the courthouse. It was decided that Janitor Holder could decide what she was able to do and what needs to be sub-contracted.

**POSSIBLE JAIL RENOVATION:**

Sheriff Mohr and Deputy Sheriff Boll met concerning issues with the potential jail renovation project. The board contacted via conference call a representative from the Brennan Group and discussed at length what items the feasibility study should cover and contain and the board feels is lacking. Since the representatives that our handling the jail renovation survey were unavailable at the time of the call, the discussion was tabled until the next meeting.

**GARAGE WINDOWS:**

Sheriff Mohr informed the board that he checked with Ken’s Western Lumber and replacing the windows in the garage would cost approximately $400.00 per window.

**LAWN CARE:**

Lawn Care contractor Kurt Wolf met with the Commissioners concerning the trees and landscaping. Kurt suggested that more trees get planted as soon as possible. The board decided to hold off on making any decisions until the jail survey is complete. The board asked Kurt if he could do minor repairs that are not included in the janitor contract to help the upkeep of the courthouse building in which he agreed, no hourly wage was set at this time.

**HIGHWAY AND LANDFILL ISSUES:**

Bids were opened for the surplus building located at the Walworth County Landfill. Bid #1 was from Blaze and Chuck Simonson for $250.00 Bid #2 was from Jason Walker for $1500.00. Arbach moved and Leff seconded a motion to accept the bid from Jason Walker. Voting aye: 5; nay: 0. The motion was adopted.

The closing of the road and walk path at Lake Molstad was discussed. The Auditor will contact Cam Wal Electric before any fencing is completed.

Highway Superintendent Goetz reported that Highway Department employee Gerald Kosters has started working for the year.

Landfill Supervisor Badten submitted the advertisement for Walworth County Clean-Up days for their approval. He reported that he would like all large appliances to be disposed of at K & K Auto in Mobridge rather than at the landfill.

It was reported that the Landfill Conference has been rescheduled for May 23 & 24, 2013, a week after the County Clean-Up Days.

Leff moved and Godkin seconded a motion to advertise for bids for cell construction to be opened at 10:00 a.m. on May 7, 2013. Voting aye: 5; nay: 0. The motion was adopted.

**MONTHLY DEPARTMENT HEAD MEETING:**

Department heads reported to the Commissioners that there have been some issues with security on the computers and Connecting Point from Watertown will be coming to make some changes to avoid problems in the future. It was also requested by the Department heads that there be an employee on the Policy Manual Committee. Godkin moved and Leff seconded a motion to appoint Chief Deputy Joshua Boll, Highway Superintendent Penny Goetz, Register of Deeds Sue Eisemann and Landfill Supervisor Ryan Badten as members of the Policy Manual Committee. Voting aye: 5; nay: 0. The motion was adopted. The Board requested that Weed Supervisor Roger Walker spray the Courthouse lawn for weed control. Sheriff Mohr thanked Chairperson Pudwill for closing the Courthouse on Monday, April 8, 2013 until 1:00 p.m. because of the bad weather and no travel advised. He told her he felt that it was a good decision. Questions were addressed to Commissioner Martin concerning the computer issue complaints that he referred to at the last commission meeting.

**DEPARTMENT OF LEGISLATIVE AUDIT:**

Russ Olson from the South Dakota Department of Legislative Audit explained to the commissioners the benefits of switching the county to a cash basis status for reporting via telephone conference. Almost every county in the state uses the cash basis system and the reason we have not switched in the past was the Department of Environment and Natural Resources wanted the original reporting due to the county owned landfill. Olson has been working with them and they no longer have a problem with the change. Leff moved and Godkin seconded a motion that Walworth County Auditor Krein and the Department of Legislative Audit follow through with the change to cash basis. Voting aye: 5; nay: 0. The motion was adopted.

**EXECUTIVE SESSION:**

Leff moved and Arbach seconded to enter into executive session at 11:03 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.

Chairperson Pudwill declared the executive session ended and the board reconvened in regular session at 11:43 a.m.

**DIRECTOR OF EQUALIZATION:**

Martin moved and Godkin seconded to hire 2 full time employees for the Director of Equalization Office in order to bring office records up to date and to improve equalization in the county. Voting aye: 3; nay: 2. The motion was adopted.

**EXECUTIVE SESSION:**

Arbach moved and Godkin seconded to enter into executive session at 12:05 a.m. for the purpose of discussing a legal issue as per SDCL 1-25-2(3). Voting aye: 5; nay: 0. The motion was adopted.

Chairperson Pudwill declared the executive session ended and the board reconvened in regular session at 12:14 p.m.

**2013 EQUALIZATION:**

Director of Equalization Kahl provided a schedule of appointments to the board for the Equalization meeting scheduled for April 19, 2013 at 9:00 a.m.

**ADJOURNMENT:**

Leff moved and Godkin seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. on Tuesday, May 7, 2013. Voting aye: 5; nay: 0. The motion was adopted.

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**PHYLLISS PUDWILL, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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