November 17, 2015

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on November 17, 2015 at 9:00 a.m. at the County Courthouse. Members present were: Scott Schilling, Duane Martin, Jim Houck, Kevin Holgard and David Siemon. Also present were Auditor Rebecca Krein and State’s Attorney James Hare.

Chairperson Schilling called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Holgard moved and Martin seconded that the minutes of the meeting of November 17, 2015 be approved. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS:** Cardmember Service – postage, $7.10;Mobridge Tribune – official proceedings, lawn care/snow removal bids, tv proceedings, $330.28; Venture Communications Coop – phone service, $45.24;

**ELECTIONS:** Cardmember Service – postage, $21.93; House of Glass – automatic door opener, $2,935.13;

**COURTS:** West Payment Center – information charges, $2,118.46;

**AUDITOR:** American Stamp & Marking Prod – supplies, $17.11;Best Western Ramkota Hotel – lodging, $114.00; Cardmember Service – postage service charges, postage, $72.02; Connecting Point – offsite backup,endpoint protection, $72.08;Venture Communications Coop – phone & fax service, $79.46;

**TREASURER:** Bankwest – supplies, $10.00; Cardmember Service – postage service charges, postage, $77.49; Connecting Point – offsite backup, endpoint protection, $103.75; LarJo’s – binder, paper, freight, $208.61; Quill Corporation – toner, paper, $228.46; Venture Communications Coop – phone & fax service, $80.53;

**STATES ATTORNEY:** Cardmember Service – postage service charges, postage, $168.60; Connecting Point **–** endpoint protection, $63.33; Donovan Glerup – blood alcohol draw, $65.00;Mobridge Regional Hospital – blood alcohol draws, $390.00; SD Department of Revenue – ethyl alcohol, $245.00; Stoicks Food Center – batteries, $5.05; Venture Communications Coop – phone service, $139.60;

**COURTHOUSE:** Cardmember Service – supplies, $31.81; Cummins Central Power – replace hoses, $1,037.04; Heartland Waste Management Inc – garbage service, $135.00; Kens Western Lumber – paint, bulbs, supplies , $201.94; Selby Oil Company – salt, $13.00;

**DIRECTOR OF EQUALIZATION:**  Stephanie Bennis – supplies, $18.07; Cardmember Service – postage service charges, postage, headsets, phone, supplies $725.51; Connecting Point – offsite backup, endpoint protection, $103.75; IAAO – membership dues, $175.00; Venture Communications Coop – phone service, $53.27;

**REGISTER OF DEEDS:** Cardmember Service – postage service charges, postage, $56.09; Connecting Point – offsite backup, endpoint protection, $103.75; Venture Communications Coop – phone service, $54.99;

**VET SERVICE OFFICER:** West River Telecommunications – phone service, $32.98;

**SHERIFF:** Cardmember Service – postage service charges, lodging, $282.43; Fred Pryor Seminars – registration, $178.00; Cris Holder – meal, mileage expense, $262.40; Quill Corporation – paper, supplies, $183.97; Venture Communications Coop – phone & fax service, $109.17;

**JAIL:** Automatic Building Controls – annual fire alarm test, battery, $834.00; Avera Medical Group – medical care, $30.38; Capital City Restaurant Supply – walk-in freezer and cooler, shipping, $14,184.00; Cardmember Service – groceries, cleaning products, otc medications, snacks, supplies, $611.13; City of Selby – building permit, $23.00; Connecting Point – endpoint protection, $31.67; David Kampa Construction – supplies, $12.00; Larry’s Lock & Key – install lock, $140.00; Pennington County Jail – transport, $132.65; Quill Corporation – toner, $95.97; Servall Uniform & Linen – mats, mops, $41.64; Stoicks Food Center – supplies, $24.12; Venture Communications Coop – phone, fax & internet service, $308.16; Vilas Health & Variety – prescriptions, $32.06;

**EMERGENCY & DISASTER:** Venture Communications Coop – radio service, $30.10;

**SUPPORT OF POOR:** Cardmember Service – postage service charges, postage, $8.09; Venture Communications Coop – phone service, $31.23;

**MENTALLY ILL:** SD Department of Revenue – services, $631.36;

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

**EXTENSION:** Cardmember Service – postage service charges, postage, $44.59; Stoicks Food Center – supplies, $1.77; Venture Communications Coop – phone service, $34.18;

**WEED CONTROL:** Connecting Point – endpoint protection, $31.67;

**RD & BR:** Cam Wal Electric Cooperative – electricity @ Hoven Shop, $49.08;Cardmember Service – gasoline, postage, $88.84; Dakota Fluid Power Inc – supplies, $19.58; DOT FHWA – reimbursable payment,$10.000.00;Equipment Blades Inc – cutting edges, $796.92; Great Western Tire Inc – supplies, $26.00; Heartland Waste Management Inc – garbage service, $50.00; Hoven Coop Service Company – fuel,gasoline, $1,200.02;John Stefanich DBA – repair window, $294.15;Montana-Dakota Utilities – electricity @ Java Shop, $17.50; Valley Telcommunications – cell phone service, $39.99; Venture Communications Coop – internet , phone & fax service, phone service @ Java Shop, $266.40; West River Telecommunications – phone service @ Mobridge Shop, $32.62;

**SOLID WASTE:** Cam Wal Electric Cooperative – electricity, $184.36; Cardmember Service – postage, $18.88; Midwest Industries Inc – recycling bins, shipping, $2,650.00; Mobridge Tribune – winter hours ad, surplus auction ad, $120.11; North Central Farmers Elevator – 1164 gals fuel @ 2.192, $2,551.49; Quill Corporation – binders, batteries, paper towels, $234.24; Valley Telecommunications – phone, internet service, $98.64; Web Water Development – water service, $52.03; Wenck Associates – design engineering, services, $5,829.89;

**STATE ACCOUNT FUND:** SD Department of Revenue – Motor Vehicle, ROD & Vital Record fees, $105,810.23;

**SCHOOL DIST FUND:** Cortrust Bank – October 2015 apportionment, $91,939.68; Hoven School District – October 2015 apportionment, $37,948.06; Dacotah Bank – October 2015 apportionment, $457,318.35; Bank West – October 2015 apportionment, $674,433.14;

**CITIES AND TOWNS FUND:** City of Mobridge – October 2015 apportionment, $183,234.31; BankWest – October 2015 apportionment, $111,994.69; Dacotah Bank – October 2015 apportionment, $3,136.46; Bank of Hoven – October 2015 apportionment, $95.67;

**BOND FUND:** Nortland Trust Services Inc **–** principal, interest, annual fee, $335,812.50;

**PARTIAL PAYMENTS FUND:** Walworth County Treasurer – partial payments, $898.59;

**SALE/EXCISE TAX FUND:** SD State Treasurer – state & city tax, $178.53;

**5 COUNTY TV DISTRICT FUND:** Cam Wal Electric Cooperative – electricity @ Java, $1,233.94;

**JAVA FIRE DIST FUND:** Bank West – October 2015 apportionment, $2,972.90;

**BOWDLE FIRE DIST FUND:** October 2015 apportionment, $1,832.33;

**SOUTH RIVERVIEW ROAD DISTRICT:** October 2015 apportionment, $1,471.81;

**SDACO M & P FUND:** SDACO M & P Fund – M & P remittance, $170.00;

AUDITOR'S MONTHLY SETTLEMENT WITH THE TREASURER

 WALWORTH COUNTY

 OCT-15

CASH ON HAND IN TREASURER'S OFFICE:

CASH TOTAL $692.85

CHECKS TOTAL $193,694.90

CASH ITEMS

NSF CHECKS $580.77

TOTAL CASH ON HAND $194,968.52

SAVINGS ACCOUNT BALANCES

 BANKWEST MONEY MARKET SAVINGS $4,110,021.87

BANKWEST LANDFILL MONEY MARKET $815,684.50

CERTIFICATES OF DEPOSIT

 INVESTMENTS--CERTIFICATES OF DEPOSIT $2,250,000.00

 GRAND TOTAL CASH AND BALANCES $7,370,674.89

GENERAL LEDGER CASH AND INVESTEMENT BALANCES BY FUNDS

GENERAL FUND $2,881,203.67

SPECIAL REVENUE FUNDS:

 ROAD AND BRIDGE FUND $834,713.60

 911 SERVICE FUND $10,481.87

 FIRE PROTECTION FUND $3,355.22

 EMERGENCY AND DISASTER FUND $4,215.49

 DOMESTIC ABUSE FUND $1,035.01

 24/7 SOBRIETY PROGRAM FUND $2,784.84

 MODERNIZATION & PRESERVATION RELIEF FUND $25,061.58

 DARE PROGRAM FUND $1,508.66

ENTERPRISE FUNDS:

 SOLID WASTE (LANDFILL) FUND $1,463,759.38

TRUST AND AGENCY FUNDS $2,143,672.00

 GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $7,371,791.32

**DELINQUENT TAX LIST:**Treasurer Moak requested the board advise her on whether to publish all delinquent taxes or current year only. Martin moved and Holgard seconded to publish all delinquent taxes. Voting Aye: 4; Nay: 1. The motion was adopted.

**INSURANCE PREMIUMS:**

Jesse Konold with Key Insurance met with the board to inform them what others do with the employee portion of family health insurance. Currently the county pays 72% of the cost. He informed the board that with the cost of insurance raising the employee share has not for 4 years. He suggested doing some sort of increase. The board stated they will address the issue in February.

**RIGHT OF WAY:**

A complaint was made by a resident of Mobridge regarding a right of way being blocked. The land is located within the city limits of Mobridge. Martin moved and Houck seconded to refer the resident to the City of Mobridge. Voting Aye: 5; Nay: 0. The motion was adopted.

**LAWN CARE/SNOW REMOVAL BID OPENING:**

Martin moved and Houck seconded to accept the only bid received from Kurt Wolf of $9,300 for services in the 2016 calendar year. Voting Aye: 5; Nay: 0. The motion was adopted.

**SAGE REQUEST:**

Sage sent a letter threatening to sue the county if Assessor Kahl does not provide all of her records to them for $25.00. She stated the current policy in place is $5.00 per parcel for electronic transmission of records. The county has over 8000 parcels so it would cost around $40,000. She stated that she does not feel right giving out all of the taxpayer’s personal information. State’s Attorney Hare stated if it does go to court we would have to a reasonable rate. Martin moved and Holgard seconded to provide the information for $1,000. Roll call vote requested as follows: Martin: Aye; Holgard: Aye; Houck: Nay; Siemon: Nay; Schilling: Nay. The motion failed.

**SURPLUS PROPERTY:**

Houck moved and Siemon seconded to surplus 25 tires from the highway department to the landfill. Voting Aye: 5; Nay: 0. The motion was adopted.

**SWAN CREEK ROAD PROJECT:**

Siemon moved and Houck seconded to approve signing the statement of work agreement and sending the $10,000 required to complete the work in the agreement. Voting Aye: 5; Nay: 0. The motion was adopted.

**JAIL ISSUES:**

Discussion was held on the jail renovation/replacement. Board members have received calls about putting money into an old building. It was again discussed on whether to hire HKG and James Rowenhorst to put together plans for a facility for Walworth County’s needs. There was also comments of the possibility of the cost to the taxpayers going down if we close the facility and haul our prisoners elsewhere. No action was taken at this time.

 Holgard moved and Houck seconded to not pay a claim from Cam Wal Electric due to the fact the work has not been completed yet. Voting Aye: 5; Nay: 0. The motion was adopted.

**COURTHOUSE EMPLOYEE:**

Houck stated he thinks it is a good idea to have an employee in the courthouse that can help all offices in busy times. Some board members thought that it could be the Register of Deeds deputy. The discussion was tabled until the Register of Deeds could attend the meeting.

**EMPLOYEE DISAGREEMENT:**

 Discussion was held on a disagreement between the Auditor and State’s Attorney. The board requested they work out the issues and begin working together on issues.

**EQUALIZATION:**

Discussion was held on having the Cities conduct their own equalization. According to SDCL 10-11-66 they are supposed to file an agreement with the County no later than the second Tuesday in November every year for the County to hold the equalization for them. The board advised Director of Equalization Kahl to meet with the Cities and discuss this with them.

**ADJOURNMENT:**

Holgard moved and Martin seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. December 1, 2015. Voting Aye: 5; Nay: 0. The motion was adopted.

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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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