March 20, 2019

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on March 20, 2019 at 9:00 a.m. at the County Courthouse. Members present were: Scott Schilling, Jim Houck, Kevin Holgard, Davis Martin, and Marion Schlomer, via phone. Also present were Auditor Rebecca Krein and States Attorney Jamie Hare.

The Pledge of Allegiance was recited by those in attendance.

**WALWORTH COUNTY PLANNING AND ZONING BOARD:**

 There was no old or new business to report. Holgard moved and Houck seconded to adjourn as Walworth County Planning and Zoning Board. Voting Aye: 5; Nay: 0. The motion was adopted

**WALWORTH COUNTY BOARD OF ZONING ADJUSTMENT**

 There was no old or new business to report. Holgard moved Houck seconded to adjourn as Walworth County Board of Zoning Adjustment. Voting Aye: 5; Nay: 0. The motion was adopted.

Chairperson Schilling called the County Commission meeting to order.

**MINUTES:**

Houck moved and Martin seconded to approve the minutes of March 5th, 2019. 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.

**AUDITOR**: Connecting Point – Install PC & Printer, $1145.00; Marco – Copier Usage, $44.89; SDACO – Registration: Krein, $100.00; Venture Comm – Phone Service, $66.87

**COMMISSIONERS:** Marco – Copier usage, $15.71; Venture Comm – Phone Service, $45.64

**CORONER**: Ripley Funeral – Transport Services, 1,000.00; Reginal Health – Services & Fees, $461.00

**COURT APPT ATTY**: Haar Law Firm – Services & Fees, $3,387.34; Robert Konrad - Services & Fees, $1,449.50; Kroontje Law Office – Services & Fees, $427.19; Jerald McNeary Jr – Services & Fees, $1,438.70

**COURTHOUSE**: Cam Wal – Install Outlets, $1,030.97; Hase Plumbing – Filters, $119.88; Kens Western Lumber – Supplies, $57.86; Servall – Rentals, $45.30

**COURTS**: West Payment Center – Information Charges, $2,593.64

**DEV DISABLED:** SD Dept of Revenue – SDC Fees, $60.00

**DEWY CO TREASURER:** LEOP Funds, $975.70

**DOE**: Marco – Copier Usage, $31.78; Vanguard Appraisals – Annual Fees – Annual Fees $3,350.00; Venture Comm – Phone Service, $52.37

**EMERGENCY & DISASTER**: Runnings Supply – Sand Bags, $3.77; Venture Comm – Phone Service, 22.94

**EXTENSION:** Merkel’s Foods – Supplies, $10.46; Venture Comm – Phone Service, $28.14

**JAIL**: Avera Medical Group – Inmate Medical Care, $31.36; Bob Barker Co – Supplies, $693.17; Cam Wal – Balance Forward from Inv 47098, $370.09, Convert Fixtures, $556.31; Cash-Wa Dist – Groceries, $1,464.02; Connecting Point – PC Repairs, $50.00; Dave’s Lock N Key – Services & Fees, $30.00; Hase Plumbing – Supplies, $5.99; Merkel’s Foods, Groceries, $933.73; Quill – Supplies, $360.02; Servall – Rentals, $61.02

**MENTAL ILLNESS:** Fox & Younger – Services & Fees, $195.32, SD Dept of Revenue – HSC Fees, $276.22; Yankton Co Treasurer – Services & Fees, $764.84

**POOR:** Venture Comm – Phone Service, $28.77

**ROD**: Marco – Copier Usage, $14.52; SDACO – Registration: Thomason, $100.00; Venture Comm – Phone Service, $51.73

**SHERIFF**: Axon Enterprises – Taser Equipment, $850.00; Galls – Supplies, $32.50; John Stephanich DBA – Tow, $486.00, Repairs & Maintenance, $37.50; Ken’s Western Lumber – Supplies, $38.34; Marco – Copier Usage, $14.77; Quill – Supplies, $360.02; Ramkota Hotel – Lodging: Boll, $96.00; Slater Oil & LP Gas – 1000 Gals Eth @1.92, $1,920.00; Western Comm – Radio Maintenance, $21.60

**RD & BR:** Butler Machinery – Supplies, $220.73; Central Diesel – Parts, $373.88; Dave’s Lock N Key – Keys, $6.00; Hase Plumbing – Supplies, $2.10; Hoven Co-op Service – Gasoline, $121.54, Fuel, $1,021.14, 344.1 Gals LP @ $1.40, $481.74; Ken’s western Lumber – Supplies, $7.20, Marco – Copier Usage, $14.87, MDU – Electricity @ Java Sop, $34.88; Pheasantland Ind – Reflective Clothing, $1,023.40; Runnings – Supplies, $333.87; Selby Auto Sales – Parts & Supplies, $390.45; Share Corp – Glass Repair, $123.60; Stoick’s Food – Supplies, $19.98; Venture Comm – Phone Service @ Java Shop, $45.64, Internet Service, $63.95, Phone & Fax Service,$160.63; Walk N Roll – Freight Charge, $50.93; Western Comm – Radio Maintenance, $135.90

**SCHOOL DIST FUND:** Cortrust Bank **-** Jan 2019 Apportionment, $17,604.28; Hoven School Dist - Jan 2019 Apportionment, $7,621.21; Bankwest – Jan 2019 Apportionment, $94,265.01; Dacotah Bank – Jan 2019 Apportionment, $85,615.24

**SOLID WASTE:** Agtegra Co-op, - Fuel, $1,052.00; Butler Machinery – Supplies, $777.83; Cam Wal – Electricity, $315.53; Hase Plumbing – Repairs, $212.76; Lucky’s Gas N More – Gasoline, $69.12; Marco – Copier Usage, $14.70; Mobridge Gas Co – Propane, $5.00; Quill – Supplies, $89.75; Slater Oil – 434 Gals LP @ $1.08, $468.72, Heating Fuel, $459.20 Valley Telecomm – Internet Service, $59.98, Phone Service, $49.01; Web Water Dev – Water Service, $40.70; Web Water Bottling o – Bottled Water, $14.25; Western Comm – Radio Maintenance, $9.30

**STATE ACCOUNT FUND:** SD Dept of Revenue – ROD Fees, $400.00, MV Fees, $105,959.49

**STATES ATTORNEY**: Kristi Brandt – Transcripts, $72.80; Dept of Health – B/A Testing, $360.00; Venture Comm – Phone & Fax Service, $117.44

**TREASURER**: Marco – Copier Usage, $14.63; Venture Comm – Phone Service, $69.79, Fax Service, $4.29

**VET SERVICE OFFICER:** WRT – Phone Service, $40.75

**WEED CONTROL:** Assn of SD Co Weed & Pest – Registration: Rabenberg $100.00, Registration: Ritter $145.00; Marco – Copier Usage, $17.34; Western Comm – Radio Maintenance, $8.80

**CITIES & TOWNS FUND:** Bankwest – Jan 2019 Apportionment, $24,617.08; Dacotah Bank – Jan 2019 Apportionment, $928.93; Bank of Hoven – Jan 2019 Apportionment, $259.76

**CITY OF MOBRIDGE:** Jan 2019 Apportionment, $46,268.33

**BOWDLE RURAL FIRE DIST:** Jan 2019 Apportion, $282.52

**JAVA FIRE DIST FUND:** Jan 2019 Apportionment, $405.73

**PARTIAL PMTS FUND:** Walworth County Treasurer – #5818, $1,063.33, #5632, $563.71

**5 CO TV DIST FUND:** Sid Haux – Cell Phone Service, $32.15, Mileage Expense, $177.24; McPherson Co Herald – Public Notice, $28.00; Potter County News – Public Notice, $6.82

**AUDITOR'S MONTHLY SETTLEMENT WITH THE TREASURER**

 **WALWORTH COUNTY**

 **February-19**

**CASH ON HAND IN TREASURER'S OFFICE:**

**CASH TOTAL $1,677.16**

**CHECKS TOTAL $73,780.81**

**CASH ITEMS**

**NSF CHECKS**

**TOTAL CASH ON HAND $75,457.97**

**SAVINGS ACCOUNT BALANCES**

 **BANKWEST MONEY MARKET SAVINGS $2,514,360.30**

**BANKWEST LANDFILL MONEY MARKET $1,007,104.29**

**CERTIFICATES OF DEPOSIT**

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

 **GRAND TOTAL CASH AND BALANCES $5,846,922.56**

**GENERAL LEDGER CASH AND INVESTEMENT BALANCES BY FUNDS**

**GENERAL FUND $2,499,314.55**

**SPECIAL REVENUE FUNDS:**

 **ROAD AND BRIDGE FUND $1,196,209.69**

 **911 SERVICE FUND $22,774.25**

 **FIRE PROTECTION FUND $15,584.11**

 **EMERGENCY AND DISASTER FUND $4,215.49**

 **DOMESTIC ABUSE FUND $70.00**

 **MODERNIZATION & PRESERVATION RELIEF FUND $45,669.17**

 **DARE PROGRAM FUND $219.45**

**ENTERPRISE FUNDS:**

 **SOLID WASTE (LANDFILL) FUND $1,366,476.06**

**TRUST AND AGENCY FUNDS $756,837.55**

 **GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $5,907,370.32**

 **HSA Contribution -$58,000.00**

 **Total $5,849,370.32**

**EXECUTIVE SESSION:**

Holgard moved and Martin seconded to enter into executive session per SDCL 1-25-2(1) at 9:04 A.M. regarding a personnel issue. Voting Aye: 5; Nay: 0. The motion was adopted.

Chairperson Schilling declared the executive session ended at 10:07 A.M. no action was taken.

**LANDFILL:**

Houck moved and Martin seconded to accept the resignation of Ryan Badten as Landfill Supervisor and County Assistant effective 3/27/2019. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to authorize advertising for a Landfill Supervisor. Voting Aye: 5; Nay: 0. The motion was adopted.

**COUNTY ROAD 236 CULVERT:**

Schilling asked about the culvert. Hare suggested he stop in the office and look over the paperwork. He stated everything was filed within the statute of limitations.

**ABATEMENTS:**

Houck moved and Martin seconded to approve an abatement for record 4556 in the amount of $148.64. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Martin seconded to approve an abatement for record 8092 in the amount of $222.44. Voting Aye; 5; Nay: 0. The motion was adopted.

Holgard moved and Martin seconded to approve an abatement for record 7794 in the amount of $3662.52. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to approve an abatement for record 8074 in the amount of $209.68. Voting Aye: 5; Nay: 0. The motion was adopted.

**DISASTER DECLARATION:**

Hare will draft a disaster declaration resolution due to the snow and wind and present it at the next meeting for approval.

**SNOW BLOWER:**

Highway Superintendent Friend informed the board that he was operating a snow blower for a trial basis and had numerous problems with it. He suggested the board not consider purchasing it.

Recognition was given to Blake and the entire Highway Department for their hard work.

**TREASURER’S OFFICE:**

Holgard moved and Martin seconded to approve the Treasurer’s Monthly report. Voting Aye: 5; Nay: 0. The motion was adopted.

**SHERIFF AND JAIL:**

Houck moved and Martin seconded to approve a wage increase of $.50 for Brandi Steinbach for completion of certification. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to approve a wage increase of $.50 for Michelle Hirsch for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to approve a wage increase of $.50 for Taryn Roebuck for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

Martin moved and Houck seconded to approve the wage of $15.15 per hour for Chato Wiest and full-time correction officer. Voting Aye: 5; Nay: 0. The motion was adopted.

**SURPLUS PROPERTY:**

Martin moved and Holgard seconded to declare the following items surplus.

Dell Optiplex 755, ERC Restraint Chair, HP MFP 1320 Printer, HP Computer Hard Drive, Trip Lite UPS, APC UPS, STAMPS.com postage scale, Verifone VX510 Credit Card Machine. All to be destroyed. 2 Acer V223W Monitors to be transferred to the Highway Department. Voting Aye: 5; Nay: 0. The motion was adopted.

**OLD BUSINESS:**

Houck stated that there was a purchase made on an extended warranty for a Motorgrader that was not approved by the board. The purchase was approximately $16,000 so board approval was not necessary as the claim was approved by the board. He also stated that the board did not discuss a full-time Highway secretary or authorize advertising as an entire board. He stated this should be done at the commission meetings.

**NEW BUSINESS:**

Houck stated he would like the Auditor to provide him with the yearend budget totals and the annual financial statement.

**ADJOURNMENT:**

Holgard moved and Martin seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. April 2nd, 2019. Voting Aye: 5; Nay: 0. The motion was adopted.

**Full proceedings of this and all meetings of the Walworth County Board of Commissioners can be viewed from Walworth County’s official YouTube page—go to** [**www.walworthco.org**](http://www.walworthco.org)**, click on the “Quick Links” tab and follow the YouTube link to access commission meeting videos.**

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

**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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

**REBECCA KREIN, AUDITOR**

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