August 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 August 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. 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:**

 Martin moved and Schlomer seconded to vacate the section line located at the SW4 31-122-77. Voting Aye: 4; Nay: 0. The motion was adopted. Houck abstained.

 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 Martin 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.

**AGENDA:**

Holgard moved and Houck seconded to add a motion to advertise for bids for the storm water improvements and slope failure at the landfill. Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Holgard seconded to approve the meeting agenda. Voting Aye: 5; Nay: 0. The motion was adopted.

**MINUTES:**

Holgard moved and Martin seconded to approve the minutes of July 2nd, 2019. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**AUDITOR: Cardmember Services – Supplies, $216.60; Marco, Inc. – Copier Contract/copies, $25.75; Quill Corporation – Supplies, $9.31; SD Counties – Convention Fees, $185.00; SDACO – workshop fees, $150.00; Venture Communications – Telephone/fax service, $57.66**

**GENERAL FUND: Akaska Fire Dept – 2019 Fire Premium Refund, $3009.42; Bowdle Rural Fire Dept – 2019 Fire Premium Refund, $1641.50; Glenham Fire Dept – 2019 Fire Premium Refund, $2051.88; Hoven Fire**

**Dept. – 2019 Fire Premium Refund, $1641.50; Java Fire Dept – 2019 Fire Premium Fund, $3146.22; Mobridge Fire Dept – 2019 Fire Premium Refund, $10,669.78; Selby Fire Dept – 2019 Fire Premium Refund, $5198.10**

**COMMISSIONERS: Marco Inc – Copier contract/copies, $26.55; Quill Corp – Supplies, $76.56; SD Counties – Convention Fees, $740.00; Venture Communications – Telephone/Fax, $46.18**

**COURTS: RELX Inc dba LexisNexis – Law Library/Fees, $1307.82**

**TREASURERS: Cardmember Services – Postage Rental/postage, $163.15; Marco Inc – Copier Contract/copies, $13.56; Quill Corp – Supplies, $220.44; SD Counties – Convention Fees, $185.00; Venture Communications – Telephone/Fax, $68.50**

**COURT APPT ATTY: Christopher A Haar – Services, $3352.38; Cogley Law Office – Services, $1118.00**

**COURTHOUSE: CamWal Electric – Repairs/Maintenance, $231.36; Cardmember Service – Supplies, $33.99; Eagle Eye Security Systems – Repairs/maintenance, $112.89; Heartland Waste Management – Garbage Removal, $135.00; Mobridge Hardware – Supplies, $81.30; Pfitzer Pest Control – Lawn Care Service, $475.00; Selby Auto Sales – Courthouse Supplies, $10.80**

**DOE: Cardmember Service – Postage rental/postage, $9.14; Marco Inc. – Copier Contract/copies, $15.86; Venture Communications – Telephone Service, $53.39**

**EMERGENCY & DISASTER: Venture Communications Coop -Telephone Services, $47.18**

**EXTENSION: Cardmember Services – Copier Contract/copies, $6.25; MDU – Utilities/4-H Barn, $40.66; Venture Communications – Telephone Service, $26.26**

**JAIL: Cardmember Services – Supplies, $311.25; Dakota Radio Group – Advertising, $150.00; Fays Refrigeration/Heating – Repairs, $364.29; Marco Inc – Copier Contract/copies, $13.03; McClellan & Swanson Dental Off – Services, $709.95; Mobridge Regional Hospital – Services, $33.23; Mobridge Tribune – Publishing, $281.60; North Central Steel Systems – Repairs, $96.94; Servall Uniform & Linens – Rentals, $61.33; Venture Communications – Telephone, $232.82**

**SHERIFF: Avera Occupational Medicine – Remote Testing Fees, $69.95; Joshua Boll – Meals/transport, $32.00; Brandi Steinbach – Meals/transport; $32.00; Cardmember Services – Supplies, $1423.11; Galls Inc – Supplies, $98.51; Hayley Leibel – Blood Draw, $65.00; Marco Inc – Copier Contract/copies, $13.05; Mobridge Tribune – Publishing, $83.94; Quill Corporation – Supplies, $414.30; Selby Auto Sales – Vehicle Maintenance, $264.50; Venture Communications – Telephone, $367.19; Western Rancher – Sewing, $16.00**

**ROD: Cardmember Service -Postage Rental/postage, $54.40; Hal Systems Corporation – Software Maintenance, $292.00; Marco Inc – Copier Contract/copies, $13.20; Quill Corporation – Supplies, $179.97; SD Counties – Convention Fees, $185.00; Venture Communications – Telephone/Fax, $56.06**

**STATES ATTORNEY: Bowdle Healthcare Center – Services, $90.00; Kristi A Brandt – Transcripts, $119.00; Cardmember Service – Postage Rental/postage, $38.95; Mobridge Regional Hospital – Services, $207.00; SD Secretary of State – Notary Filing Fee, $30.00; Venture Communications – Telephone, $2.35**

**ABUSED CHILD DEFENSE: Kristi A Brandt – Transcripts, $11.20**

**VET SERVICE OFFICER: Quill Corporation – Supplies, $70.96**

**SUPPORT OF POOR: Venture Communications – Telephone, $24.84**

**MENTALLY ILL: The Support Circle – Services, $575.00; Yankton County Treasurer – Services, $120.00**

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

**MENTAL ILLNESS BOARD: Lewis & Clark Behavioral – Services, $178.00**

**WEED CONTROL: Benco Products Inc – Supplies, $2052.11; Marco Inc – Copier Contract/Copies, $15.25; Valley Telecommunications – Telephone, $35.00**

**PLANNING & ZONING: SD Planners Association – Conference Fees, $80.00**

**HIGHWAY DEPT: 3D Specialists Inc – Supplies, $1584.08; Bierschbach Equipment & Supply – Supplies, $255.33; Brownlee Construction Inc – Supplies, $1616.34; Butler Machinery Co – Repairs/Maintenance, $16,133.48**

**CamWal Electric Coop – Repairs/Maintenance/Electricity, $151.28; City of Mobridge – Water/Sewer/Mobridge Shop, $50.87; Diamond Mowers LLC – Supplies, $3988.86; Heartland Waste Management – Garbage Removal, $50.00; Houck Ranches – Supplies, $987.00; Hoven Coop Service Co – Supplies/Gas, $1122.90; Jensen Rock & Sand – Supplies, $5774.63; John Deere Financial – Supplies/Repairs, $8329.28; Kens Western Lumber – Supplies, $32.45; Marco Inc – Copier Contract/copies, $15.05; MDU – Utilities @ Java, $27.61; Newman Traffic signs – Supplies, $69.32; Overhead Door – Parts, $1377.55; Servall Uniform & Linen – Rentals, $49.06; Share Corporation – Supplies, $112.29; Traffic Solutions, Inc – Rentals, $1380.00; Valley Telecommunications – Phone/Internet/Selby & Java, $286.80; West River Telecommunications – Mobridge Shop/Telephone, $37.57**

**SOLID WASTE: Cardmember Service – Postage/Services/Fees, $271.43; Heartland Waste Management, Inc – Recycle Center/utilities, $60.00, Marco, Inc – Copier Contract/copies, $13.43; MDU – Recycle Center/Utilities, $70.54; Pheasantland Industries – Supplies, $100.14; Quill Corporation – Supplies, $54.66; Servall Uniform & Linen – Rentals, $43.36; Wenck Associates – Services, $5604.30**

**STATE ACCOUNT FUND: SD Dept Of Revenue – ROD Vital Records Fee, $151.00; SD Dept of Revenue – Birth Fee, $26.00; SD Dept of Revenue – State ROD Fees, $233.00; SD Dept of Revenue – Motor Vehicle Fees, $111,170.14**

**PARTIAL PYMTS FUND: Walworth County Treasurer – Taxes, $646.38**

**SALES EXCISE TAX FUND: SD State Treasurer – City/State Tax, $160.54**

**SCHOOL DIST FUND: Cortrust Bank – July 2019 Apportionment, $11.43; Hoven School District – July 2019 Apportionment; Dacotah Bank – July 2019 Apportionment, $13588.99; Bank West – July 2019 Apportionment $8183.03**

**CITIES & TOWNS FUND: City of Mobridge – July 2019 Apportionment, $15,461.83; Bank West – July 2019 Apportionment, $5157.17; Dacotah Bank Acct – July 2019 Apportionment, $1078.06; Bank of Hoven – July 2019 Apportionment, $315.42**

**JAVA FIRE DIST FUND: Bank West – July 2109 Apportionment, $3.14**

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

 **WALWORTH COUNTY**

 **Jul-19**

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

**CASH TOTAL $1,890.70**

**CHECKS TOTAL $13,336.76**

**CASH ITEMS**

**NSF CHECKS**

**TOTAL CASH ON HAND $15,227.46**

**SAVINGS ACCOUNT BALANCES**

 **BANKWEST MONEY MARKET SAVINGS $2,959,657.78**

**BANKWEST LANDFILL MONEY MARKET $1,011,249.89**

**CERTIFICATES OF DEPOSIT**

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

 **GRAND TOTAL CASH AND BALANCES $6,236,135.13**

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

**GENERAL FUND $2,476,898.34**

**SPECIAL REVENUE FUNDS:**

 **ROAD AND BRIDGE FUND $1,555,578.13**

 **911 SERVICE FUND $52,871.89**

 **FIRE PROTECTION FUND $18,441.11**

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

 **DOMESTIC ABUSE FUND $475.00**

 **MODERNIZATION & PRESERVATION RELIEF FUND $46,806.17**

 **DARE PROGRAM FUND $307.25**

**ENTERPRISE FUNDS:**

 **SOLID WASTE (LANDFILL) FUND $1,387,492.19**

**TRUST AND AGENCY FUNDS $684,025.36**

 **GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $6,227,110.93**

**LANDFILL:**

Holgard moved and Houck seconded to advertise for bids for the storm water improvements and slope failure at the landfill to be opened on September 24th at 10:00 A.M. Voting Aye: 5; Nay: 0. The motion was adopted.

**JAVA MOWING:**

Holgard moved and Martin seconded to approve $60.00 per occurrence for mowing the county owned properties in Java. Voting Aye: 5; Nay: 0. The motion was adopted.

**EMERGENCY MANAGEMENT:**

Houck moved and Martin seconded to approve the Local Emergency Management Performance Grant with the state for a 50% match for salary, benefits and travel for the Emergency Manager. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to retain the totaled Dodge Dakota at a cost of $1,957.23 and have necessary repairs completed and to designate it to the Weed & Pest Department. Voting Aye: 5; Nay: 0. The motion was adopted.

**SECTIONLINE:**

Holgard moved and Martin seconded to vacate the section line to the main intersection which is ½ mile in the SW4 31-122-77. Voting Aye; 4; Nay: 0. The motion was adopted. Houck abstained.

**MONTHLY TREASURER’S REPORT:**

Houck moved and Martin seconded to approve the monthly treasurer’s report. Voting Aye: 5; Nay: 0. The motion was adopted.

**SHERIFF & JAIL**:

Discussion was held on the damaged 2016 Chevy Silverado. The cost to entirely repair it is $16,291.12. The vehicle is valued at approximately $26,000.00. The board advised Boll to get the necessary repairs done and possibly sell the pickup to the landfill.

Discussion was held on the sheriff’s budget. The amount for a vehicle needs to be changed to $61,000.00. Boll asked about taking 25% of Jungwirths salary out of the Sheriff’s budget to allow him to answer calls when needed and continue to drive the Sheriff vehicle. Boll also requested the secretary position changing to full-time. No action was taken on the requests.

**HIGHWAY DEPARTMENT:**

Byre requested hiring 2 part-time employees for the Highway Department. He stated the amount of comp time and vacation keeps building and he could start training the part-time employees on various duties with the potential in the future of them becoming full-time employees. This will be discussed at the next meeting.

Byre requested contracting with Penny Goetz to provide some training for his secretary. This will also be placed on the next agenda.

Discussion was held on considering a joint powers agreement with Morris Construction and KLJ Engineering to improve 127th Street. They are working nearby so it would potentially save some mobilization fees. Roll call vote requested as follows: Holgard – Nay; Schlomer – Nay; Martin – Aye; Houck – Aye; Schilling – Nay. The motion failed.

Byre requested to establish a borrow site near Wes Mosers residence. The board stated they would leave decisions regarding that up to Highway Superintendent Byre.

Byre updated the board on blade patching of asphalt roads in the county. He stated that he can spend up to $25,000 on the project. He will check and see if Jensen Rock and Sand has the state bid.

Discussion was held on acquiring a LGP Dozer. He stated the cost of a new one is approximately $319,000. He would like to hold off on this until we know how much we receive from FEMA for the storm damage.

The Swan Creek Bridge 5.5 miles west of Akaska needs to be removed. Byre is hoping to hire a contractor to remove it in the late fall.

**2016/2017 AUDIT CLOSING CONFERENCE:**

Russ Olson with the Department of Legislative Audit met with the board to go over the findings of the 2016/2017 audit. He explained the findings and recommendations to the board. The commissioners chose not to respond to the findings and the audit will be published in an upcoming newspaper.

**PROVISIONAL BUDGET:**

Krein informed the board that to be compliant with the laws she sent the Provisional Budget to the papers. She input amounts into the Highway Departments Budget that may need to be changed. The meeting will have to be held September 3rd as the law states.

**EXECUTIVE SESSION:**

Holgard moved and Schlomer seconded to enter into executive session per SDCL 1-25-2(1) regarding a personnel matter at 1:02 P.M. Voting Aye: 5; Nay: 0. The motion was adopted.

Schilling declared the executive session ended and no action was taken.

**OLD BUSINESS:**

Krein asked who would all be attending the County Convention. Holgard stated he will not make it.

Schilling stated that the copies left for the public to view should stay where they are and if someone wants copies of something they need to request it and pay the cost per policy of $1.00 per page plus tax.

Houck stated he misunderstood the discussion regarding the decreased tipping fees at the landfill requested by Pat Thorstenson. He advised Supervisor Krein to contact Thorstenson and add the matter to the next meeting agenda.

**ADJOURNMENT:**

Holgard moved and Schlomer seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. September 3rd, 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.**

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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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