February 22, 2018

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on February 22, 2018 at 9:00 a.m. at the County Courthouse. Members present were: Jim Houck, Kevin Holgard, Marion Schlomer, Scott Schilling and David Siemon. Also present were Auditor Rebecca Krein and States Attorney Jamie Hare.

Chairperson Schilling called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Holgard moved and Siemon seconded that the minutes of the meeting of February 6th, 2018 be approved. Voting Aye: 5; Nay: 0. The motion was adopted.

Siemon moved and Houck seconded that the minutes of the meeting of February 9th, 2018 be approved. Voting Aye: 5; Nay: 0. The motion was adopted.

**OATH OF OFFICE:**

Gwenn Ackerman gave Marion Schlomer the Oath of Office.

**CLAIMS APPROVED:**

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

**COMMISSIONERS:** Kevin Holgard – Mileage, $40.32; Jim Houck – Mileage, $63.84; David Siemon – Mileage, $ 154.56; Marco – Printer Usage, $ 5.13; Mobridge Tribune – Publications, $ 715.70; Principal Financial – Insurance Premiums, $ 85.80; SDACC – Registration Fee, $ 500.00; Venture Comm – Phone Service, $50.08

 **ELECTIONS:** Becky Walth – Mileage, $16.80; Donna Pfitzer – Mileage, $13.44; Joline Buechler – Mileage, $6.72; Lou Ingle – Mileage, $13.44

**COURTS:** Thomson Reuters – downloaded software, $317.30, Database charges, $2,135.07, Library plan charges, $17.76

**AUDITOR:** Marco – Printer Usage, $45.07; Venture Comm – Phone Service, $45.58, Fax Service, $2.80

**TREASURER:** Marco – Printer Usage, $5.36; Venture Comm – Phone Service, $74.10, Fax Service, $30.85

**STATES ATTORNEY:** Kristi Brandt – Transcripts, $153.00; Hoffman Law – Services, 37.64; Mobridge Regional Hospital – B/A Draws, 138.00; Venture Comm – Phone Service, $125.54

**COURT APPT ATTY:** Dakota Plains Legal Services – Services, $1,299.50; Christopher Haar – Services, $728.08; Jerry McNeary – Services, $153.00

**ABUSED CHILD DEFENCE:** Kristi Brandt – Transcripts, $ 13.20; Von Wald Law- Services, $2,397.00

**COURTHOUSE:** Cole Papers – Cleaning Supplies, $2266.42, Buffer, $827.83, Wet Dry Vac, $586.75; Ken’s Western Lumber – Supplies, $322.83; Servall – Rentals, $ 47.94; Shorty’s – Gasoline, $13.90

**DOE:** Marco – Printer Usage, $103.98; Greg Pudwill – Mileage & Meal Expense, $210.16; Venture Comm – Phone Service, $53.86

**REGISTER OF DEEDS:** Marco – Printer Usage, $4.10; Venture Comm – Fax Service, $1.12, Phone Service, $53.86

**VET SERVICE OFFICER:** WRT – Phone Service, $39.69

**SHERIFF:** Allie Hilgemann – Meal Expense, $64.00; Filler’s Bakery – Snacks for meeting, $33.50; Kesling Funeral Home – Transport, $1,000.00; LSQ Funding Group – Mobile Software, $744.00; Marco – Printer Usage, $.28; National Sheriff’s Association – Membership Dues, $60.00; Quill – Office Supplies, $240.69; Regional Health – Forensic Lab, $443.00; Selby Auto – Repairs on 10’ Crown Vic. $74.96; Aaron Vogel – Meal Expense, $ 64.00

**JAIL:** Action Carpet Cleaning – Air Duct Cleaning, $1,330.00; Avera Medical Group – Services, $85.61; Brad Hompe – Consultation, $2,389.30; Cash Wa – Groceries, $314.39; Connecting Point – Computer Maintenance, $100.00; Faulk County Sheriff – Boarding of 6 inmates, $1020.00; Faulkton Drug – Inmate Prescription, $26.03; Gary Snow & Assoc – Jail Inspection, $549.73; Hase Plumbing – Sink Repairs, $71.43; Marco – Printer Usage, $.40; Mobridge Regional Hospital – Services, $1,796.62; Mobridge Tribune – Job Ad, $170.96; Payless Foods – Groceries, $41.43; Quill – Supplies, $273.78; Selby Area School – Transport of inmates, $227.10; Servall – Rentals, $107.36; Stoick’s Food Center – Groceries, $85.51; Venture Comm – Phone & Internet Service, $289.52

**EMERGENCY & DISASTER:** Cummins Sales & Service – Transfer for Generator, $5,921.91; Marco – Printer Usage, $.51; Mobridge Tribune – Job AD, $158.40; Venture Comm – Phone Service, $30.10

**SUPPORT OF POOR:** Venture Comm – Phone Service, $25.82

**ECONOMIC ASSISTANCE:** NESDCAP-2018 Allocations, $2,500.00

**MENTALLY ILL:** Lincoln Treasurer – Services, $148.08

**DEV DISABLED:** SD Department of Revenue **–** Services**,** $60.00

**EXTENSION:** Venture Comm – Phone Service, $26.24

**WEED CONTROL:** Marco – Printer Usage, $.52; Mobridge Tribune – Job Ad, $158.40

**RD & BR:** 3D Specialties – Bridge Markers, $730.10; Cam Wal – Hoven Shop Elec, $81.00; Hoven Coop – Gas & Fuel, $464.51, Propane for shop, $463.46; Matheson Tri- Gas – Welding, $28.13; MDU \_ Java shop Elec, $28.40; SDSU- South Dakota LTAP – Asphalt Conf, $125.00; Venture Comm – Java Phone, $45.58; Jan Phone & Fax, $156.28; Jan Internet, $60.95

**SOLID WASTE:** Cam Wal- Utilities, $270.67; Cardmember- Postage, $22.38; Marco- Copier Usage, $.62; Mob Gas Co.-Supplies & Propane, $632.70; Web Water Development- Service, $35.76; Web Water Bottling- Rentals, $6.25

**STATE ACCOUNT FUND:** SD Dept of Rev- Motor Vehicle Fees, $74,033.21

**SCHOOL DIST FUND:** Cortrust Bank- Dec 2017 Apportionment, $2,479.90; Hoven School Dist- Dec 2017 Apportionment, $2,076.03; Dacotah Bank- Dec 2017 Apportionment, $17,280.41; Bankwest- Dec 2017 Apportionment, $15,346.07

**CITIES & TOWNS FUND:** City of Mobridge-Dec 2017 Apportionment, $10,032.04; Bankwest- Dec 2017 Apportionment, $3,196.98; Dacotah Bank Acct 210032603- Dec 2017 Apportionment, $104.33; Bank of Hoven- Dec 2017 Apportionment, $55.85

**PARTIAL PYMTS FUND:** Wal Co. - Partial Payment, $4,237.85

**SALE/EXCISE TAX FUND:** SD STATE Treasurer - City, State and Excise Tax, $162.02

**5 CO TV DIST FUND:** Cam Wal- Java 1&2, $1,168.02; Marco- Copier Usage, $.23; Marin Biel Ins- Workers Comp, $416.00; Marin Biel Ins- Property Ins, $15,621.00

**JAVA FIRE DIST FUND:** Bank West- Dec 2017 Apportionment, $134.53

**BOWDLE FIRE FUND:** Bowdle Rural Fire Dist- Dec 2017 Apportionment, $6.50

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

 **WALWORTH COUNTY**

 **JANUARY-18**

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

**CASH TOTAL $1,723.73**

**CHECKS TOTAL $129,921.16**

**CASH ITEMS**

**NSF CHECKS**

**TOTAL CASH ON HAND $131,644.89**

**SAVINGS ACCOUNT BALANCES**

 **BANKWEST MONEY MARKET SAVINGS $3,140,245.92**

**BANKWEST LANDFILL MONEY MARKET $956,895.41**

**ERTIFICATES OF DEPOSIT**

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

 **GRAND TOTAL CASH AND BALANCES $6,478,786.22**

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

**GENERAL FUND $3,016,811.59**

**SPECIAL REVENUE FUNDS:**

 **ROAD AND BRIDGE FUND $1,415,939.40**

 **911 SERVICE FUND $5,143.47**

 **FIRE PROTECTION FUND $12,210.70**

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

 **DOMESTIC ABUSE FUND $0**

 **MODERNIZATION & PRESERVATION RELIEF FUND $38,118.49**

 **DARE PROGRAM FUND $672.82**

**ENTERPRISE FUNDS:**

 **SOLID WASTE (LANDFILL) FUND $1,215,654.90**

**TRUST AND AGENCY FUNDS $768,367.09**

 **GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $6,477,133.95**

**PAYROLL POLICY:**

The jail was closed for two days to clean the air ducts. Time sheets were submitted for full-time, part-time and salaried employees to receive 20 hours paid leave. Krein stated there is no policy on this situation and needs some guidance on how to pay. If all employees were given the 20 hours some would be paid 60 hours for the week. Boll told Krein to only pay the full-time employees the 20 hours not to exceed 40 and the part-time and salaried would not receive the time.

**TREASURERS OFFICE:**

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

There was no discussion regarding partial payments for record #6230 because the owner was not present.

Houck moved and Siemon seconded to approve partial payments for record 5506 in the amount of $200 to start on the 15th of every month, beginning on March 15th, 2018. Voting Aye 5; Nay 0. The motion was adopted.

Holgard moved and Houck seconded to surplus records #5849 & #5850 to sell at public auction. Voting Aye 5; Nay 0. The motion was adopted.

Siemon moved Houck seconded to surplus record #4551 to sell at public auction, as is with the contents in the house. Voting Aye 5; Nay 0. The motion was adopted.

The board decided to wait to surplus record #4034.

**POOR LIEN:**

Richard Litschewski requested his court appointed attorney liens with the county be forgiven. Holgard moved and Houck seconded to deny the request. Voting 5 Aye; Nay 0. The motion was adopted.

**ALCOHOLIC BEVERAGE LICENSE:**

 Houck moved and Siemon seconded to renew the Alcoholic Beverage License for the Mobridge Lodge and Convention Center. Voting Aye 4; Nay 1. The motion was adopted.

**HIGHWAY DEPT:**

Siemon moved Houck seconded to declare 8 tires surplus to be destroyed. Voting Aye 5; Nay 0. The motion was adopted.

Discussion regarding the Community Access Grant, bid letting will possible be in April.

Goetz informed the board that the construction on the Swan Creek road project will start at the end of June. There will be a town meeting at the beginning of June.

Goetz stated that they will be crushing gravel at the Hettich pit and bid opening will be April 3rd and 10:00 a.m.

Schlomer moved Houck seconded to approve the Bridge Inspection Resolution with SDDOT. Voting Aye 5; Nay 0. The motion was adopted.

 Goetz also informed the board, that the Weeds/Emergency Management office will be moved to the basement of the Highway Department.

**DONATION:**

 Discussion regarding what to do with a $500 donation given to the county. It was decided to receipt it into the General Fund and to designate it to the parks. Holgard moved Schlomer seconded. Voting Aye 5; Nay 0. The motion was adopted.

**EMERGENCY MANAGEMENT/WEEDS:**

Discussion was held about purchasing a vehicle for the Emergency Manager/ Weeds Supervisor Jake Fees. The current vehicle is setup for spraying, and should be used only as that. The purpose of a new vehicle would be to travel to meetings, weather spotting, mosquito spraying, and fires. Houck moved Siemon seconded to approve purchasing a vehicle from the state surplus that does not exceed $20,000. Voting Aye 5; Nay 0. The motion was adopted.

**HKG BILL:**

Discussion was held on how to proceed with a bill from HKG Architects for $7000. Badten will call them to see if someone can come to the next meeting and explain the bill. No action was taken.

**POOR RELIEF:**

Holgard moved Siemon seconded to approve paying 171P in the amount $9,808.12. Voting Aye 5; Nay 0. The motion was adopted.

**WALWORTH COUNTY ORDINANCE 17-01:**

 Holgard moved Schlomer seconded to appoint the commissioners to the Board of Adjustments & Planning and Zoning Board. Roll call vote: Holgard – Aye; Schlomer – Aye; Houck – Nay; Siemon – Nay; Schilling – Aye. The motion was adopted. No ordinance changes were needed.

**LANDFILL DEPARTMENT:**

Holgard moved Houck seconded to allow the Chairperson to sign a reimbursement request for landfill cell construction project grant totaling $118,112.42. Voting Aye 5; Nay 0. The motion was adopted.

**SHERIFF AND JAIL:**

Jail Committee met on February 21st, 2018 and agreed to hire EAPC for $25,500 + 3500 to hire a structural engineer, to make two plans for a 50 and 70 bed jail facility, and to also see what will fit on the lot west of the existing jail. Houck moved Holgard seconded to go ahead with planning. Roll call vote: Holgard – Aye; Schlomer – Aye; Houck – Aye; Siemon – Aye; Schilling – Nay. The motion was adopted.

**JAIL RAISES:**

Houck moved Siemon seconded for a promotional increase of .25/hr for LeAndra Smith. Roll call vote requested as follows: Holgard – Nay; Schlomer – Nay; Houck – Aye; Siemon – Aye; Schilling – Nay. The motion was denied.

 Houck moved Siemon seconded for a promotional increase of .25/hr for Eddie Rice. Roll call vote requested as follows: Holgard – Nay; Schlomer – Nay; Houck – Aye; Siemon – Aye; Schilling – Nay. The motion was denied.

 Siemon moved Houck seconded for a promotional increase of .25/hr for Glen Bissett. Roll call vote requested as follows: Holgard – Nay; Schlomer – Nay; Houck – Aye; Siemon – Aye; Schilling – Nay. The motion was denied.

**EXECUTIVE SESSION LEGAL:**

Holgard moved Houck seconded entered Executive Session at 11:33, ended at 11:45 by Chairman Schilling.

**SALARY RESOLUTIONS:**

Tabled until later date.

**DISCUSSION REGARDING FEBRUARY 9TH MEETING:**

 Holgard went on record stating he feels like he was single out and attacked by allegations that were false. There were no felonious threats from his place of business. Schilling agreed that threats were not right. Schlomer also stated that the paper was totally wrong. Siemon also brought up that Schilling had problem with him putting things in the paper and now did so himself.

**ADJOURNMENT:**

Holgard moved and Siemon seconded that the Board of County Commissioners adjourn until the hour of 9:00 am March 6th, 2018. Voting Aye: 5; Nay: 0.

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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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