March 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 March 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 Deputy Auditor Amanda Silbernagel 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 Houck seconded that the minutes of the meeting of February 22nd, 2018 be approved. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**PLAQUE PRESENTATION:**

Brad Wilson from SDML Workers Compensation Fund presented Chairman Schilling with a plaque,

Recognizing Walworth County for 15 years of membership.

**COMMISSIONERS:** Cardmember Service – Postage, $41.75; City of Mobridge – Water Service @ 306 2nd Ave W, $10.50, Water Service @ 324 5th Ave W, $10.50, Water Service @ 215 2nd Ave W, $45.39; City of Selby – Water Service @ 3810 Lincoln Ave, $21.34; Hase Plumbing – Services @ 215 2nd Ave W, $209.18; Marco Inc – Copier Usage, $73.32; Mobridge Tribune – Ad for Dist 4 Rep, $84.48, Legals for Schlomer Chosen, $16.35; Legal for Appointments, $157.27; MDU – Electricity @ 822 6th St E, $22.75; Selby Record – Legal, $14.65, Official, $128.92; Venture Communications – Phone Service, $45.58

**ELECTIONS:** Election Systems & Software – Training Event, $850.00

**COURTS:** Thomson Reuters – downloaded software, $317.30, Database charges, $2,135.07, Library plan charges, $17.76, Display Images, $22.00

**AUDITOR:** Cardmember – Computer Software, $182.87, Postage Service, $6.25, Postage, $100.32; Marco – Copier Usage Contract, $52.62; Midcontinent – Internet Service, $14.38; Quill – Office Supplies, $72.16; Venture Communications – Fax Service, $1.78, Phone Service, $50.08

**TREASURER:** Cardmember Services – Computer Software, $182.87, Postage Service, $6.25, Postage, $314.32; Marco – Copier Usage, $6.67; Midcontinent Communication – Internet Service, $14.38; Quill – Office Supplies, $369.80; Venture Communications – Phone Service, $72.38, Fax Service, $ 27.27

**STATES ATTORNEY:** Kristi Brandt – Transcripts, $165.60; Cardmember Services – Postage Service, $6.25, Postage, $438.23; Connecting Point – Printer Toner, $58.20, Support Work, $50.00; Midcontinent Communications – Internet Service, $14.38; Mobridge Regional Hospital – B/A Draws, 552.00; Quill – Office Supplies, $40.15; SD Dept of Revenue – BA Testing, $955.00 Venture Communications – Phone Service, $109.85

**COURT APPT ATTY:** Kristi Brandt – Transcripts, $196.00; Christopher Haar – Services, $3,740.32; Hoffman Law – Services, $1,542.18; Jerry McNeary – Services, $162.40; Mark Kroontje – Services, $1993.02; SDACC – Catastrophic Legal Expense, $2,447.00

**ABUSED CHILD DEFENCE:** Kristi Brandt – Transcripts, $13.60; Von Wald Law- Services, $987.50

**COURTHOUSE:** Cam Wal Electric – Boiler Room Outlet, $238.97; City of Selby – Feb Water, $96.04; Cole Papers – Bextspot Spotter, $411.92, Cleaning Supplies, $403.02; David Scarpellini – Mileage, $15.96; Hase Plumbing – Upstairs Bathroom, $831.14, Furnace Filters, $17.94; Heartland Waste – Garbage Services, $105.00; JDH Construction – Courthouse Re-Roof Project, $23,750.00; Ken’s Lumber – Supplies, $114.70; MDU – Gas Charges, $1,006.90, Electric Charges, $604.55; Premier Equipment – Supplies for Mower, $ 31.26; Servall – Supplies, $40.89; Web Water Bottling Co- Water Rentals, $55.75

**DOE:** Arrowwood Conf – Lodging: G. Pudwill, $183.90; Cardmember – Postage Service, $6.25, Postage, $95.02; Marco – Copier Usage, $41.68; Midcontinent Communications – Internet Service, $14.37; Mobridge Tribune – Legal for Zoning Board, $22.10; SDAAO – Registration D. Kahl & G.Pudwill, $350.00; Selby Record – Envelopes, $240.99; Venture Communications – Phone Service, $63.64

**REGISTER OF DEEDS:** Marco – Cardmember Service – Postage Service, $6.25, Postage, $58.60; Marco – Copier Usage, $39.49; Midcontinent Communications – Internet Service, $14.37; Venture Communications – Phone Service, $55.50, Fax Service, $.44

**VET SERVICE OFFICER:** WRT – Phone Service, $41.78

**SHERIFF:** AT&T Mobility – Cell phone Service, $416.71; Axon Enterprise – Deputy Equipment, $150.00; Cardmember Service – Postage Service, $6.25, Supplies, $ 187.90, Toner Cartridge, $379.90, Postage, $58.72, Inmate Transport, $139.00, Training E. Rice, $492.00; Chief Law – Traffic Cones, $272.49; Clinical Laboratory of the Black Hills – Forensic Labs, $805.00; Galls – Supplies, $112.50; Marco – Copier Usage, $.54; Midcontinent Communications – Internet Service, $14.37; Oahe Car Wash – Deputy Vehicle Maintenance, $11.00; Quill – Ofice Supplies, $55.77; SD Dept of Revenue – Autopsy BA/Draw, $35.00; SD Police Chief’s Assoc – Registration for J.Boll & T.Bentz, $170.00; Slater Oil – Gas Fill, $2,210.00; Venture Communications – Phone Service, $269.03; Western Communications – Mobile Maintenance, $21.60

**JAIL:** Avera Medical Group Selby – Inmate Medical Care, $133.30; Bob Baker Co – Inmate Clothing, $380.27; Brad Hompe – Consultation, $2,649.49; Brandi Steinbach – Supplies, $4.75; Cardmember Services – Mini Fridge, $87.00, Supplies, $177.35, Prisoner Personal Care, $4.00; Inmate Wound Care, $6.00; Groceries, $115.50; Cleaning Products, $109.20; Paper Products, $8.00, Travel for training T.Bentz, $435.00; Cash-Wa Distributing – Groceries, $491.18; City of Selby – Feb Water Jail, $138.74; Dakota Electronics – Shoulder Mic, $90.50; Family Pharmacy – Inmate Prescription, $46.50; Faulkton Area Medical Center – Inmate medical care, $79.76; Galls – Supplies, $162.50; HKG Architects – Jail Proposal, $7,000.00; Johnson Controls – Maintenance, $221.34; Ken’s Lumber – Supplies, $5.99; Marco – Copier Usage, $.20; McClellan & Swanson Dental – Inmate Dental Care, $123.67; Merkel’s Food’s – Groceries, $1,156.13; Mobridge Regional Hospital – Inmate Medical Care, $348.66; MDU – Electric Charge, $766.16, Gas Charge, $309.02, Electric & Gas, $1003.97; Payless Foods – Groceries, $262.69; Pennington County Jail – Inmate Care/Transport, $294.80; Selby Ambulance – Inmate Transports, $1,169.72; Servall – Rentals, $250.00; The Support Circle – Services, $450.00; Venture Communications – Phone Service, $269.03; Vilas Drug – Inmate Medication, $36.27

**EMERGENCY & DISASTER:** AT&T Mobility – Cell Phone Service, $34.22; Cummins n Power – Generator for Courthouse, $18,624.57; Midcontinent Communications – Internet Services, $7.19; Venture Communications – 128.71;

**SUPPORT OF POOR:** Avera St. Luke’s Hospital – Medical Care Approved 2/22/18, $9,808.58; Cardmember Services – Postage Service, $6.24, Postage, $2.35; Quill Corporation – Office Supplies, $40.15; Venture Communications – Phone Service, $30.12

**AMBULANCE:**

Selby Ambulance Service – 2018 Allocation, $15,250.00

**MENTALLY ILL:** Fox & Youngberg – Services, $195.32

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

**MENTAL ILLNESS BOARD:**

Darcy Lockwood – Mental Illness Hearing, $15.00; Lucy Lewno – Mental Illness Hearing, $166.47; Mark Katterhagen – Mental Illness Board, $15.00

**EXTENSION:** Cardmember Service – Postage Service, $6.25, Postage, $7.04; Midcontinent Communications – Internet Services, $14.37; Quill – Office Supplies, $70.09; SDACC – Registration for B. Detoy; State 4-H Office – Registraton for B. Detoy, $15.00, Registration for S. Rossow, $15.00; Venture Communications – Phone Service, $26.63

**WEED CONTROL:** AT&T Mobility – Cell Phone Service, $34.22; Best Western – Lodging for J. Fees & R. Rabenberg, $485.94; Marco – Copier Usage, $3.28; Midcontinent Communications – Internet Services, $98.60; Western Communications – Mobile Maintenance, $8.80

**PLANNING & ZONING:**

Selby Record – Official Zoning, $17.29

**RD & BR:** Agtegra Coop – Feb Gas, $83.35; Auto Value Aberdeen – Repairs on T-144, $125.00; Avera Occupational Medicine – Random Drug Testing, $132.00; Cam Wal Electric – Feb Electric Hoven Shop, $80.61; Cardmember Service – Postage, $18.57, Bridge Marker Cable, $42.60; Central Diesel Sales – Parts for T-144 & T-7, $1,394.25; City of Java – Feb Water Java Shop, $18.00; City of Mobridge – Feb Water Mobridge Shop, $48.38; City of Selby – Feb Water Selby Shop, $64.75; Clark Engineering – Engineering Fees, $5,400.00; Heartland Waste – Feb Garbage, $50.00; Hoven Coop – Feb Gas & Fuel, Shop Propane, $636.76, Propane for Shop Heat, $533.17; John Deere Financial – P101 Parts, $5.32; Marco – Copier Usage, $.17; Matheson Tri-Gas – Monthly Rental, $25.79, Yearly Lease, $1,000.00; Mobridge Tribune – Overweight County Rd Limits, $197.88; MDU – Feb Electric Selby Shop, $315.96, Feb Electric Mob Shop, $36.36, Feb Electric State Shop, $32.65; N&W Auto – Windshield Chip Repair, $520.21; Productivity Plus Account – Parts, $483.36; Schlachter Lumber – Cleaner, $5.99; Selby Auto Sales – Supplies, $117.46; Selby Oil – T-115 Parts, $238.00, TR-104 Parts, $510.58; Servall – Rags & Rugs, $46.30; Shorty’s One Stop – Feb Gas Hwy, $488.73; Slater Oil – 625gal @ 1.16 Java Shop, $725.00, 700gal @1.16 State Shop, $812.00; T-N-T Gas – Tires on M72, $247.00; Valley Telco – Feb Cell Phone, $39.99; Venture Communications – Feb Phone/Fax Service, $159.30, Feb Internet, $ 63.95, Feb Java Shop Phone Service, $45.58; WRT – Feb Phone Mob Shop, $37.10; Western Comm – Mobile Maintenance, $135.90

**SOLID WASTE:** Agtegra Coop – 720gals Diesel, $1,743.48; Cam Wal – Feb Electric, $364.98; Cardmember Services – Online Backup Service Fee, $99.50, Swana Membership, $257.00, Postage, $12.68; Central Diesel – Oil Filter, $75.67; Jensen Rock & Sand – Base Course, $796.04; Lucky’s Gas & More – Tire Repair 73.00; Marco – Copier Usage, $.88; Mobridge Hardware – Supplies, $61.08; Mobridge Tribune – Legals Solid Waste, $14.98; Runnings – Supplies, $370.47; SD Dept of Enviroment – Feb Tonnage Fee, $ 847.00; Selby Oil – Tire Repair for T-911, $14.00; Selby Record – Legals, $12.39; Servall – Mat Rentals, $40.90; Shorty’s One Stop – Feb Gas, $43.64; Trans Source Truck & Equipment– Cutting Edges & Shipping, $1,615.31; Trux – Scale Software Fee – 1,400.00; Valley Telco – Feb Phone & Internet Service, $110.08; Web Water – Feb Water Service, $42.51; Web Water Bottling Co – Cooler Rental, $6.25, Water Rental, $19.50; Wenck Assoc – Personnel, $466.30, P&S Reimbursables, $22.40; Western Comm – Mobile Maintenance, $9.30

**STATE ACCOUNT FUND:** SD Dept of Rev- Motor Vehicle, $86,451.68, R.O.D Vital Records, $726.00

**SCHOOL DIST FUND:** Cortrust Bank – Feb 2018 Apportionment, $14, 600.63; Hoven School Dist – Feb 2018 Apportionment, $6,869.70; Dacotah Bank – Feb 2018 Apportionment, $76,915.34; Bank West – Feb 2018 Apportionment, $57,278.19

**CITIES & TOWNS FUND:** City of Mobridge-Feb 2018 Apportionment, $45, 173.60; Bankwest- Feb 2018 Apportionment, $13,937.81; Dacotah Bank Acct 210032603- Feb 2018 Apportionment, $331.21

**PARTIAL PYMTS FUND:** Wal Co. Treasurer – Advance Taxes- Bankwest, $2,039.79, Partial Payments, B.Ocull 2011 Taxes, $428.75, D. Howell 2017 Taxes 1st half, $287.47, R. Hoisington 2nd half 2016, $612.59; E. Irigoyen 2nd Half 2014, $295.56, P.Lindskov 1st half 2013, $183.17, J. Tolly 2nd half 2012, $925.33, J.Tolly 1st half 2013, $955.11, Full Payments, E. Irigoyen All of 2015, $487.91, P.Lindskov, All of 2011, $330.15

**OVERPAYMENT FUND:**

Wal Co. Treasurer – D. Howell, $29.52

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

**5 CO TV DIST FUND:** Cam Wal- Java 1&2, $1,005.48; FEM Electric – Electric Services, $52.82; Performance Development – March AT&T Payment, $1,147.18

**JAVA FIRE DIST FUND:** Bank West- Feb 2018 Apportionment, $386.02

**BOWDLE FIRE FUND:** Bowdle Rural Fire Dist- Feb 2018 Apportionment, $201.48

**SDACO M&P FUND:**

M&P Remittance, $148.00

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

**WALWORTH COUNTY**

**FEBRUARY-18**

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

**CASH TOTAL $1,920.77**

**CHECKS TOTAL $52,963.42**

**CASH ITEMS**

**NSF CHECKS**

**TOTAL CASH ON HAND $54,884.19**

**SAVINGS ACCOUNT BALANCES**

**BANKWEST MONEY MARKET SAVINGS $2,994,619.44**

**BANKWEST LANDFILL MONEY MARKET $957,139.22**

**CERTIFICATES OF DEPOSIT**

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

**GRAND TOTAL CASH AND BALANCES $6,256,642.85**

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

**GENERAL FUND $2,856,891.67**

**SPECIAL REVENUE FUNDS:**

**ROAD AND BRIDGE FUND $1,409,220.18**

**911 SERVICE FUND $10,317.14**

**FIRE PROTECTION FUND $12,381.93**

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

**DOMESTIC ABUSE FUND $115.00**

**MODERNIZATION & PRESERVATION RELIEF FUND $38,349.49**

**DARE PROGRAM FUND $672.82**

**ENTERPRISE FUNDS:**

**SOLID WASTE (LANDFILL) FUND $1,238,668.94**

**TRUST AND AGENCY FUNDS $685,833.68**

**GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $6,147,531.54**

**PAYROLL POSTING ERROR $109,134.80**

**CORRECTED GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $6,256,666.34**

**POOR RELIEF:**

The motion from the February 22nd meeting to pay 171P in the amount of $9,808.12 was accepted by Avera.

Holgard moved Houck seconded to deny paying 171Q in the amount of $1,272.00. Voting Aye 5; Nay 0. The motion was adopted.

Houck moved Schlomer seconded to deny paying 171C in the amount of $148.08. Voting Aye5; Nay 0. The motion was adopted.

Holgard moved Siemon seconded to pay 15A1 in the amount of $2,737.36. Voting Aye 5; Nay 0. The motion was adopted.

Schlomer moved Holgard seconded to deny 15A2 in the amount of $8,043.06. Voting Aye 5; Nay 0. The motion was adopted.

No action was taken on 172A. Brenda is working on this claim and is waiting for the application to come back.

No action was taken on 181A. Brenda is finding out more information but this could potentially be Walworth bill.

**PROPERTY ASSESSMENT:**

Discussion regarding the assessed value of Larry Danielson’s property. The value the City of Selby Equalization Board put onto the property was less than the county assessment. Holgard moved Schlomer seconded to reduce the 2017 county value to match the cities. Voting Aye: 3; Nay: 2. The motion was adopted.

**TREASURERS OFFICE:**

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

Discussion regarding partial payment plan on record 5245. The original agreement was to pay $200 a month, it was not fulfilled. It was agreed upon they would pay $300 on 3/22/18 and another $300 by the 27th of March to catch up on what they fell behind, then reset the payment plan. Siemon moved and Houck seconded to reset payment plan for record 5245 in the amount of $100 on the1st of every month starting in May and will reevaluate at the first commissioners meeting in 2019. Voting Aye 5; Nay 0. The motion was adopted.

**EMERGENCY MANAGEMENT/WEEDS:**

Discussion was held about not renewing the POD contract with Joann Paulson and using those funds to purchase supplies instead. It was agreed upon to find out more information, and table the decision until the first meeting in April. No action was taken.

**HOLIDAY POLICY:**

Discussion regarding if the county should follow the states holiday schedule per the employee policy for Easter Monday. Houck moved Siemon seconded to not follow the state and to keep Good Friday off, instead of Easter Monday. Voting Aye 5; Nay 0. The motion was adopted.

**ADJOURN AS COUNTY COMMISSIONERS:**

Holgard moved Schlomer seconded to adjourn as County Commissioners. Voting Aye: 5; Nay 0. The motion was adopted.

**ZONING BOARD:**

Schilling called meeting to order. Pudwill presented three plats for acceptance and approval.

Houck moved Siemon seconded to accept the Tisdall plat. Voting Aye 5; Nay 0. The motion was adopted.

Siemon moved Holgard seconded to accept the Wimmer plat. Voting Aye 5; Nay 0. The motion was adopted.

Houck moved Siemon seconded to approve the Moon plat. Voting Aye 5; Nay 0. The motion was adopted.

**RECONVENE AS BOARD OF COUNTY COMMISSIONER:**

Schilling call the commissioner meeting back to order.

**EXECUTIVE SESSION LEGAL:**

Holgard moved and Houck seconded to enter into executive session at 10:27 a.m. per SDCL 1-25-2(3) regarding a legal matter. Voting Aye: 5; Nay: 0. The motion was adopted. Schilling declared the session ended at 10:42 a.m.

**HKG BILL:**

Badten reviewed a video from a previous meeting, a motion was made and passed to pay $7,000 to retain HKG for work last spring and summer. Therefore, the county is responsible for the bill in the amount of $7,000. Siemon moved Houck seconded to pay the bill. Voting Aye 3; Nay 2. The motion was adopted.

**EAPC CONTRACT:**

Motion was made at the February 22nd meeting to approve signing the contract. Schilling proceeded to sign the contract for EAPC to design for two multi-bed facilities.

**LANDFILL DEPARTMENT:**

Commissioners reviewed the report, Schilling asked the board if they had anything to ask Badten, and no one did. There was no discussion.

**SHERIFF AND JAIL:**

Holgard had questions regarding revenue items, he would like to know more detail on what items are getting receipted into what funds. Justin will work on getting that information.

**JAIL RAISES:**

Houck moved Siemon seconded for a probationary increase of .50/hr for Keith Hickam. Voting Aye 5; Nay 0. The motion was adopted.

Siemon moved Houck seconded for a probationary increase of .50/hr for David Hoff. Voting Aye 5; Nay 0. The motion was adopted.

**NEW BUSINESS:**

Accept and approve the plots from the Zoning Meeting.

Holgard moved Schlomer seconded to accept the Tidall plat. Voting Aye 5; Nay 0. The motion was adopted.

Houck moved Siemon seconded to accept the Wimmer plat. Voting Aye 5; Nay 0. The motion was adopted.

Siemon moved Holgard seconded to approve the Moon plat. Voting Aye 5; Nay 0. The motion was adopted.

Hare reported that Holgard had been served papers regarding the pending lawsuit with the county, there is nothing to report at this time. There is a meeting on the 29th at 1pm with Robert Anderson and Douglas Abraham, the complaint has also been submitted to insurance for review.

**ADJOURNMENT:**

Holgard moved and Schlomer seconded that the Board of County Commissioners adjourn until the hour of 9:00 am April 3rd, 2018. Voting Aye: 5; Nay: 0. The motion was adopted.

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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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**AMANDA SILBERNAGEL, DEPUTY AUDITOR**

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