October 7, 2014

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on October 7, 2014 at 9:00 a.m. at the County Courthouse. Members present were: Denis Arbach, Duane Martin and Phylliss Pudwill. Absent were David Siemon and Richard Godkin. Also present were Auditor Rebecca Krein and States Attorney Jamie Hare.

Chairperson Arbach called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Pudwill moved and Godkin seconded that the minutes of the meeting of September 23, 2014 be approved. Voting Aye: 3; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

Martin moved and Pudwill seconded that the following claims be paid. Voting Aye: 3; Nay: 0. The motion was adopted.

**COMMISSIONERS:** Denis Arbach – meal expense, mileage expense, $144.82: Cardmember Service – postage, $24.50; City of Mobridge – water services 306 2nd Ave W, $10.00; Richard Godkin – mileage expense, $31.08;

Governor’s Inn – lodging Martin, lodging Siemon, $340.00; Ken’s Western Lumber – padlock supplies, $19.95; Duane Martin – meal expense, mileage expense, $160.54; Mobridge Tribune – official proceedings, $134.57; NACO – membership dues, $450.00; Phylliss Pudwill – meal expense, mileage expense, $104.12; Selby Record – official proceedings, $137.06; David Siemon – meal expense, mileage expense, $129.46;

**ELECTIONS:** Cardmember Service – postage, $214.93; DS Solutions – edit list & test deck creation, $175.00; Elections Systems Software – election ballots, shipping, coding & test, $1267.72;

**COURTS:** Kristi Brandt – transcripts, $481.60; West Payment Center – information charges August, $2017.58; **AUDITOR:** Cardmember Service – postage service charge & postage, $142.25; Governor’s Inn – lodging Krein, $170.00; Midcontinent Communications – internet service, $13.13; Quill Corporation – legal paper, $12.19;

**TREASURER:** Cardmember Service – postage service charge & postage, $65.33; Governor’s Inn – lodging Pudwill, $255.00; Midcontinent Communications – internet service, $13.13;

**STATES ATTORNEY:** A & B Business Inc – jumbo clips & appointment book, $42.75; Bowdle Healthcare Center – urine drug screen, $94.25; Capital Journal – legal notice, $55.72; Cardmember Service – postage service charge & postage, $257.86; Midcontinent Communications – internet service, $13.13; Mobridge Regional Hospital – blood alcohol draws, $455.00; Quill Corporation – ink cartridge, $126.13;

**COURT APPOINTED ATTORNEY:** Vickie S Brosz Krause – services & fees, $1750.60; Dakota Plains Legal Services – services & fees, $2392.50; Mark K. Kroontje – services & fees, $34.80;

**ABUSED CHILD DEFENSE:** Dakota Plains Legal Services – services & fees, $587.25; Von Wald Law Offices – services & fees, $2056.65;

**COURTHOUSE:** Cardmember Service – paper towels, disinfecting wipes, samples accessory pack, mold test kit, $130.86; City of Selby – water & sewer service, $130.71; Johnson Controls – mileage, repair pump motor, $1099.66; Ken’s Western Lumber – supplies, painting supplies, bulbs, wrench, angle shutoff, 4x4, paint, $101.20; Montana-Dakota Utilities – natural gas & electricity, $658.09; Quill Corporation – bath tissue, paper towels, $15.98; Reuer Sanitation Inc – garbage service, $95.00; Runnings Supply Inc – grass seed, $50.48; Kurt A Wolf – lawn care, $775.00;

**DIRECTOR OF EQUALIZATION:** Cardmember Service – postage service charge & postage, $51.10; Midcontinent Communications – internet service, $13.13; Selby Auto Sales & Service – repair cooling fan & relay, $366.70; Shorty’s One Stop – gasoline, $99.14;

**REGISTER OF DEEDS:** Cardmember Service – postage service charge & postage, $79.70; Midcontinent Communications – internet service, $13.12;

**PREDATORY ANIMAL:** SD Department of Revenue – predatory animal control, $1103.71;

**SHERIFF:** A & B Business Inc – paper, $40.99; Joshua Boll – license plate & title fee, $14.00; Cardmember Service – postage service charge, postage, gasoline, shipping, RCA 2 Line Phones (3), $442.88; Matthew Bender & Co Inc – criminal & traffic manual, $59.24; Midcontinent Communications – internet service, $13.12; Mobridge Tribune – public auction, $83.60; Neve’s Uniforms Inc – freight, supplies, name plate, badges, $579.53; Quill Corporation – manila folders, $79.74; Register of Deed – work for Overbey, $168.00; Selby Auto Sales & Service – replace bulb 08 Crown Victoria, $22.90; Ultra Max – ammunition, $530.00; Western Communications Inc – radio service, $21.60;

**JAIL:** A & B Business – paper, $40.99; Alco Stores Inc –supplies, personal care items, groceries, $30.42; Bob Barker Company Inc – freight, combs, toothbrushes, razors, $73.24; Cardmember Service – stamps 2 rolls, groceries, $165.68; Randy Carlson – repair sewer, $290.00; City of Selby – water & sewer service, $228.76; Family Dollar – supplies, personal care items, groceries, cleaning products, paper products, $317.20; Family Pharmacy – glucose, inmates cream, prescriptions, $417.91; Ken’s Western Lumber – supplies, vinyl board, cedar decking, door unit, $694.69; Lind’s Hardware – 2 brooms, $17.98; Mark Maloney – taser, $504.00; Merkel’s Foods – supplies, OTC medication, groceries, & paper products, $1632.45; Montana-Dakota Utilities – natural gas & electricity, $757.70; National Sheriff’s Association – freight, training program, $644.16; Neve’s Uniforms – freight, correctional patches, uniform pants, $291.03; Payless Foods – groceries, cleaning products, $215.04; Quill Corporation – manila folders, $26.58; Rieker Electric – repair washer, $154.00; Runnings Supply Inc – towels, $23.88; Servall Uniform & Linen – mops & rags, $21.99; Vilas Health & Variety – OTC medication, prescriptions, prisoner medication, $255.92;

**EXTENSION:** Cardmember Service – postage service charge & postage, $8.77; Brenda DeToy – shipping & handling, 4-H school activities, $14.74; Jenna Malsom – mileage expense, $115.63; Midcontinent Communications – internet service, $13.12; Quill Corporation – ink cartridges, $114.17;

**SUPPORT OF POOR:** Cardmember Service – postage & postage service charge, $9.08; Quill Corporation – ink cartridges & prongs, $130.17;

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

**WEED CONTROL:** City of Selby – water service, $30.00; Shorty’s One Stop – gasoline, $201.56; Western Communications Inc – radio service, $8.80

**RD & BR:** Butler Machinery Co – halogen lamp, $16.74; CamWal Electric Cooperative – electricity, $173.77; Cardmember Service – postage, $23.47; Central Diesel Sales Inc – 2 air springs T-6, wire hose M-72, fitting M-72, clamp MS-68, supplies M-72, freight, $563.58; City of Java – water service @ Java Shop, $18.00; City of Mobridge – water & sewer @ Mobridge shop. $42.30; City of Selby – water & sewer service, $37.20; Great Western Tire Inc – tires, $636.33; Hoven Coop Service Company – propane 4500 gals @1.60, 280 gals @ 1.25, $7550.00; Hoven Repair & Body Shop – repair hose mower, $121.03; John Deere Financial – belt mower, shaft mower, lever M-72, oil line M-72, supplies M-72, $1288.80; Montana-Dakota Utilities – electricity @ Selby shop, State shop, & Mobridge shop, $162.59; North Central Farmers Elevator – fuel, gasoline, $15.99.14; Pomps Tire – tires, $13192.00; Praxair Distribution Inc – welding supplies, $76.62; Reuer Sanitation Inc – garbage service, $35.00; Runnings Supply Inc – supplies, $11.99; Safety Benefits Inc – registration Goetz, $65.00; Selby Auto Sales & Service – filters, wrench set, floor dry, bulbs, supplies, $112.98; Selby Oil – repair tire TR-104,tube TR-107, $55.00; Servall Uniform & Linen – towels & mats, $38.66; Shorty’s One Stop – gasoline, $968.73; Team Lab – glass cleaner, graphite, $227.00; Titan Access Account – supplies, $151.59; True North Steel – culvert supplies, $15054.66; Valley Telecommunications – cell phone service, $39.99; Western Communications Inc – radio service, $135.90

**FIRE PROTECTION:** None

**SOLID WASTE:** Butler Machinery Co – repair transmission #63, repair hose & motor #63, seals, hose, blade, motor, wiper, $5015.67; CamWal Electric Cooperative – electricity, $173.77; Cardmember Service – postage, $23.47; Central Diesel Sales Inc – oil filters, fuel additive, transmission fluid, $60.02; Farnams Genuine Parts – oil change supplies, $66.92; Mobridge Tribune – notice to bidders, $95.40; North Central Farmers Elevator – fuel 980.1 gals @ 3.0435, $2982.93; Runnings Supply Inc – bath tissue, paper towels, hog rings, valves, antifreeze, grease, safety glasses, grease tool, batteries, shells, supplies, $360.15; Safety Benefits – registration Badten, $65.00; SD Department of Environment – tonnage fee: September, $1330.00; Servall Uniform & Linen – mats, $34.18; Shorty’s One Stop – gasoline, $81.89; Stern Oil Co Inc – oil, $3972.32; Tri State Water – water service, $20.95; Valley Telecommunications – phone, $33.04; Web Water Development – water service, $36.59; Western Communications Inc – radio service, $9.30

**STATE ACCOUNT FUND:** SD Department of Revenue – ROD & vital record fees, $910.00; SD Department of Revenue – motor vehicle fees, $106272.78;

**SALES/EXCISE TAX FUND:** SD State Treasurer – city sales tax, $11.48; SD State Treasurer – state sales tax, $172.74;

**5 COUNTY TV DISTRICT FUND:** CamWal Electric Coop – electricity @ Java 2, electricity @ Java 1, $862.64; FEM Electric Assoc – electricity, $73.16; Sid Haux – cell phone service & mileage expense, $212.72;

**SDACO M&P FUND:** M&P remittance, $134.00;

As required by SDCL 6-1-10, the September payroll paid by department was as follows: Commissioners - $6,359.40; Auditor - $8,501.90; Treasurer - $9,087.30; States Attorney - $13,997.15; Courthouse - $2,843.18; Director of Equalization - $12,593.98; Register of Deeds - $8,873.43; Veterans Service Officer - $1,172.90; Sheriff - $18,095.61; Jail - $43,130.95; Coroner - $80.74; Emergency & Disaster - $2,538.52; Poor - $902.39; Extension - $597.01; Weed & Pest - $1,863.14; Road & Bridge - $50,079.10; Solid Waste - $18,562.99; 5 County TV Translator District - $1,033.44.

**FLOODPLAIN MANAGER:**

Emergency Manager Shannon Thompson met with the board to request clarification whether she is the floodplain manager as well. She stated there is a training course coming up and wanted to know if she should attend it. The board advised her that it would be beneficial and to attend if possible.

**CARPET:**

Martin provided a quote he received from Slumberland on carpet for the third floor. He suggested that we speak with the judge first regarding the issue and find out where all he wants the carpet placed. The matter was tabled until a later date.

**LANDFILL ISSUES:**

Landfill Supervisor Ryan Badten met with the board requesting approval to move forward with the contract with Wenck Engineering that was tabled at the last meeting. Martin had some questions on who would do the work and how water would be controlled if digging that deep. Badten stated that there would be a pump in place to control water and that the engineering services would include Wenck along with local engineers. Badten stated that this could add 7 years of life on the cell. Martin moved and Arbach seconded to accept the contract with Wenck Associates. Voting Aye: 3; Nay: 0. The motion was adopted.

Martin moved and Pudwill seconded to allow Chairperson Arbach to sign the contract. Voting Aye: 3; Nay: 0. The motion was adopted.

**SHERIFF AND JAIL ISSUES:**

Sheriff Boll informed the board that the records management software he was approved to purchase at a previous meeting had an additional cost of $3,000-$4,000 for technical support for installation and maintenance. Since this brought the total cost up to $11,000-$12,000 dollars he wanted board approval to make the purchase. The board stated that due to the budget problems existing he should wait for the purchase until after January 1st.

Boll stated that employees of the jail would be willing to sign contracts to stay a certain amount of time if the board would allow them to go to the police academy at the counties cost. Boll stated it would not happen until after the first of the year and stated that he feels it is our obligation to give them the training they want to bring liability down. The commissioners were concerned that while the person is at the academy we would have to pay them and also someone to fill in for them at the jail. Deputy Sheriff Strickland stated that he feels this cost would even out since once the training is complete these jailers could help fill in for the Sheriff’s Department and alleviate some overtime pay the has been occurring. The matter was tabled until more research can be done on specific costs associated.

Boll requested the board raise the hiring wage for part-time jailers from $12.01hr to 13.21hr. He stated that it is hard to find good employees and that it might be easier with a higher wage. Martin moved and Pudwill seconded to allow the increase. Voting Aye: 3; Nay: 0. The motion was adopted.

The daily fee for inmates was discussed again. Boll would like to hold off on raising the fee until June of 2015 to allow these counties to include it in their budgets. The board felt that if it is costing us $80-$85 dollars per day to house these inmates then that is what we should charge if not more and left the motion original made.

HKG Architect representatives met with the board regarding the jail replacement. The stated that the amount they have billed the county so far was part of the 35,000 that was approved in the contract. Therefore the only unbilled amount is approximately $9,000. The preliminary cost of construction for a new facility is approximately $4,792,000. They believe that in order to make the facility work Walworth County would need to receive around $620,500 from other counties for prisoner board and annual service fees. They stated at this time these are just estimated numbers and nothing is final. As long as we can get feedback from the other counties to determine who would be willing to participate we would be able to tell if we should build a regional facility or update the existing structure to meet our needs and no longer take inmates from other counties. The board requested to be put on the agenda for the Upper Missouri District meeting to be held on October 16th at Faulkton to inform other counties in our area of the issues and what to expect.

**OLD BUSINESS:**

Commissioner Martin updated the board on minor repairs that have been completed on the courthouse and jail. He stated that since the fire escape has been repaired we should inform the fire chief since he previously stated he would not let his fireman on the escape until it was repaired.

Corky Jackson and Randy Fudge met with the board regarding the culvert that Jackson states is causing flooding on his property. No action was taken and the matter was tabled until October 21, 2014.

**COMMISSION ASSISTANT:**

Commissioner Martin stated that he had attended a roundtable discussion at convention regarding Commissioners assistants. He stated that we have the same problems as larger counties. He stated that Auditor Krein is doing a fine job, but there daily needs that she should not be bothered with. He would like to see someone look through the different department’s monthly reports and vehicle logs. He also stated this person could keep up to date on what grants are available. He feels that since we have a regional jail and landfill we should hire someone to oversee the operations. No action was requested or taken at this time.

**ADJOURNMENT:**

Martin moved and Pudwill seconded a motion that the Board of County Commissioners adjourn until the hour of 9:00 am October 21, 2014. Voting Aye: 3; Nay: 0.

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**DENIS ARBACH, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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