November 21, 2017

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on November 21, 2017 at 9:00 a.m. at the County Courthouse. Members present were: Kevin Holgard, Scott Schilling, David Siemon, Melissa Miller and Jim Houck via phone. Also present were Auditor Rebecca Krein and State’s Attorney Jamie Hare.

Chairperson Siemon called the meeting to order.

The Pledge of Allegiance was recited by those in attendance.

Miller moved and Holgard seconded to approve the minutes of the meeting of November 7, 2017.Voting Aye: 5; Nay: 0.The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS:** Kevin Holgard- mileage expense, $20.16; Jim Houck- mileage expense, $31.92; Marco – copier usage, $4.37; Melissa Miller- mileage expense, $35.28; Mobridge Tribune – publishing, $532.18; David Siemon – mileage expense, $89.88; Venture Communications- phone service, $49.99

**AUDITOR:** Eva Cagnones – travel expenses, $104.27; Marco – copier usage contract, $62.22; Ramkota Hotel Pierre – lodging, $57.00; Venture Communications- phone/fax service, $46.00

**TREASURERS:** Marco – copier usage contract, $34.68; Venture Communications- phone/fax service, $98.98

**STATES ATTORNEY:** Kelli Aslesen – services, $84.00; Kristi Brandt – services, $131.80; Cathy Mickelson – BA draw, $65.00; Lakota Country Times – publishing, $56.44; Jennifer Miler – subpoena, $29.24; Mobridge Regional Hospital- BA draw, $345.00; Mobridge Tribune – publishing, $242.57; Jill Olson – subpoena, $37.64; SD Department of Revenue- BA testing, $650.00; Venture Communications- phone service, $.98; Richard Zimmerman – subpoena, $37.64

**ABUSED CHILD DEFENSE:** Kristi Brandt- services, $10.00; VonWald Law Offices- services, $1371.40

**COURTHOUSE:** Mobridge Hardware – supplies, $48.53; Quill- supplies, $378.36; David Scarpellini – mileage expense, $21.00

**DIRECTOR OF EQUALIZATION:** Marco – copier usage, $2.16; Greg Pudwill – meal expense, $160.00; Ramkota Hotel Pierre – lodging, $930.00; Venture Communications- fax service, $51.14

**REGISTER OF DEEDS:** Marco – copier usage, $15.46; Venture Communications – phone service, $73.57

**VET SERVICE OFFICER:** West River Telecommunications- phone service, $5.04

**SHERIFF:** Chief Law Enforcement – supplies, $241.75; Galls - supplies, $119.00; Marco – copier usage, $21.56; Pennington County Jail – services, $489.05; SD Sheriff Assoc. – Dues, $663.14; Sodak Sports – supplies, $49.99; Uniform Center – supplies, $52.98; Venture Communications – phone service, $295.63

**JAIL:**  Avera Medical Group Selby- services, $53.66; Bob Barker- supplies, $310.66; Building Sprinkler Inc - services, $562.70; Cam Wal- repairs, $236.10; Cash-Wa- supplies, $1029.86; Dady Drug – supplies, $6.34; Detco – supplies, $472.24; Galls – supplies, $297.50; Hase Plumbing – repairs, $122.45; Merkels- groceries, $625.86; Mobridge Manufacturing – repairs, $4500.00; Mobridge Regional Hospital – services, $537.23; Mobridge Tribune – publishing, $248.40; Payless Foods – supplies, $175.12; Phoenix Supply- supplies, $195.00; Servall- mat & mop rental, $55.36; Stoicks- groceries, $107.49; The Support Circle – services, $400.00; Venture Communications – phone service, $295.64; West Side Meats – groceries, $178.84

**EMERGENCY & DISASTER:** Venture Communications- phone service, $30.10

**SUPPORT OF POOR:** Venture Communications- phone service, $25.69

**MENTALLY ILL:** Yankton County Treasurer – services, $90.55; Yankton CO Sheriff’s Office- services, $50.00

**MENTAL ILLNESS BOARD:** Mark Katterhagen – services, $6.00; Lucy Lewno – services, $102.25; Lincoln County Treasurer – services, $80.90; Darcy Lockwood – services, $6.00

**EXTENSION:** Venture Communications- phone service, $25.97

**WEED CONTROL:** Marco – copier usage, $.69; Shannon Thompson- travel expenses, $114.76

**PLANNING & ZONING:** Mobridge Tribune – publishing, $23.54

**RD & BR:** Ron Berens – CDL, $33.00; Penny Goetz – travel expenses, $223.60; Hoven Coop Service Company- repairs & supplies, $1326.71; Marco – copier usage, $1.60; Matheson Tri-Gas – supplies, $28.13; Montana-Dakota Utilities- electrical service, $24.23; N&W Auto – Parts, $813.30; Slater Oil – supplies, $14,800.86; Venture Communications – phone/fax/internet, $264.31

**SOLID WASTE:** Ryan Badten- travel expenses, $230.32; Burke Grain Co- services, $448.00; Cam Wal- electrical service, $195.82; Luckys- repairs, $16.50; Marco – copier usage, $..74; Mobridge Gas – supplies, $24.75; Mobridge Hardware – supplies, $28.49; North Central Farmers Elevator- supplies, $1280.76; North Central Steel – repairs, $290.39; Valley Telecommunications- phone/internet service, $112.72; WEB Water- water service, $51.36; WEB Water Bottling Company- water rental, $25.75; Wenck Associates- services, $8822.53

**SCHOOL DIST FUND:** Cortrust- October 2017 Apportionment, $156,489.74; Hoven School District- October 2017 Apportionment, $45,809.20; Dacotah Bank- October 2017 Apportionment, $441,976.98; Bank West- October 2017 Apportionment, $595,679.41

**CITIES & TOWNS FUND:** City of Mobridge- October 2017 Apportionment, $246,672.10; Bank West- October 2017 Apportionment, $126,921.32; Dacotah Bank- October 2017 Apportionment, $3,716.32; Bank of Hoven- October 2017 Apportionment, $102.99

**PARTIAL PAYMENTS FUND:** Walworth County Treasurer- partial payments, $3445.79

**SALE/EXCISE TAX FUND:** SD State Treasurer- city/state sales tax, $183.50

**JAVA FIRE DISTRICT FUND:** Bank West- October 2017 Apportionment, $3,077.06

**BOWDLE DIRE FUND:** Bowdle Rural Fire District- October 2017 Apportionment, $2,583.91

**S RIVERVIEW RD DISTRICT:** Bank West- October 2017 Apportionment, $641.05

As required by SDCL 6-1-10, the complete October payroll paid by department was as follows: Commissioners - $9,292.69 Auditor - $10,549.25; Treasurer - $9,449.60; States Attorney - $14,310.37; Court House - $2,610.41; Director of Equalization – $12,376.16; Register of Deeds - $8,538.81; Veterans Service Officer - $1,188.48; Sheriff - $15,176.89; Jail - $51,152.33; Emergency & Disaster - $2,537.51; Poor - $965.64; Extension - $5,342.09; Weed & Pest - $1,849.95; Zoning – $461.22; Road & Bridge - $49,142.81; Solid Waste - $19,747.27; 5 County TV Translator District - $953.96.

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

**WALWORTH COUNTY**

**OCTOBER-17**

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

**CASH TOTAL $2,462.81**

**CHECKS TOTAL $275,091.53**

**CASH ITEMS**

**NSF CHECKS**

**TOTAL CASH ON HAND $277,554.34**

**SAVINGS ACCOUNT BALANCES**

**BANKWEST MONEY MARKET SAVINGS $5,221,041.50**

**BANKWEST LANDFILL MONEY MARKET $882,116.22**

**ERTIFICATES OF DEPOSIT**

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

**GRAND TOTAL CASH AND BALANCES $8,630,712.06**

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

**GENERAL FUND $3,363,995.76**

**SPECIAL REVENUE FUNDS:**

**ROAD AND BRIDGE FUND $1,442,703.27**

**911 SERVICE FUND $35,890.07**

**FIRE PROTECTION FUND $12,075.16**

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

**DOMESTIC ABUSE FUND $650.00**

**MODERNIZATION & PRESERVATION RELIEF FUND $39,539.99**

**DARE PROGRAM FUND $672.82**

**ENTERPRISE FUNDS:**

**SOLID WASTE (LANDFILL) FUND $1,413,527.43**

**TRUST AND AGENCY FUNDS $2,204,867.54**

**GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $8,518,137.53**

**Payroll Posting for November $110,819.38**

**Actual Total for the month $8,628,956.91**

**PARTIAL PAYMENTS:**

Holgard moved and Miller seconded to approve partial payments for record 5350 of $150.00 per month starting December 25th, 2017. Voting Aye: 5; Nay: 0. The motion was adopted.

Miller moved and Schilling seconded to approve partial payment for record 5632 of $150.00 per month starting December 5th, 2017. Voting Aye: 5; Nay: 0. The motion was adopted.

**WEED BOARD:**

Weed Board members Ernie Mertz and Gene Zabel met with the board to request the purchase of a GPS unit for the weed pickup. They stated it would cost approximately $2250.00 installed. Krein informed the board that the money is available in the 2017 budget. Zabel will look into options and make suggestions on the purchase.

**POOR LIENS:**

Luke Gosch informed the board that he is in the processing phase of buying a piece of property from a person who has poor liens attached to the house. He stated he would be willing to pay the back taxes of $5,186.00. Hare stated that considering the piece of property, he didn’t think they were going to get more than the back taxes if they tried to auction it. Houck moved and Miller seconded to remove the poor lien off the house after the transaction is completed. Voting Aye: 5; Nay: 0.The motion was adopted.

**PERSONNEL POLICY:**

Holgard moved and Miller seconded to approve the changes to the personnel policy regarding HSA Insurance benefits. Voting Aye: 5; Nay: 0.The motion was adopted.

**INSURANCE:**

Jesse Konold with Key Insurance met with the board to explain the HSA Insurance plan and answer questions.

**STATE’S ATTORNEY:**

Hare informed the board that his secretary’s computer crashed and needed replaced.

**AUDITOR’S OFFICE:**

Holgard moved and Schilling seconded to approve changing the job opening in the Auditor’s Office to full-time as the duties in the office have increased greatly within the last year and to increase the Auditors budget for 2018 $30,000. Voting Aye: 5; Nay: 0. The motion was adopted.

**BUDGET CHANGES:**

Holgard moved and Miller seconded to approve the following budget changes for the 2018 annual budget to adjust for the stored CPI available. Voting Aye: 5; Nay: 0. The motion was adopted.

Decrease – Cash Balance Applied: General Fund 60,515; Road & Bridge 822; Fire 158

Increase – Tax Revenue: General Fund 60,515; Road & Bridge 822; Fire 158

**PLATS:** Houck moved and Schilling seconded to approve the plat of Tract 1 Beitelspacher Addition to Walworth County in the SE4NE4 STR 31-121-75. Voting Aye: 5; Nay: 0. The motion was adopted.

**EMPLOYEE APPRECIATION SUPPER:**

Discussion was held on paying for the employee appreciation party out of the Commissioners budget. There is no money available in the budget for the expense. No action was taken at this time.

**ADJOURNMENT:**

Holgard moved and Schilling seconded that the Board of County Commissioners adjourn until the hour of 9:00 am December 5th, 2017. Voting Aye: 5; Nay: 0.

**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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**DAVE SIEMON, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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