January 23, 2019

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 23rd, 2019 at 9:00 a.m. at the County Courthouse. Members present were: Jim Houck, Kevin Holgard, Davis Martin, Marion Schlomer and Scott Schilling. 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:**

 There was no old or new business to report. Holgard moved and Schlomer seconded to adjourn as Walworth County Planning and Zoning Board. Voting Aye: 4; Nay: 0. The motion was adopted

**WALWORTH COUNTY BOARD OF ZONING ADJUSTMENT**

 There was no old or new business to report. Schlomer moved Holgard seconded to adjourn as Walworth County Board of Zoning Adjustment. Voting Aye: 4; Nay: 0. The motion was adopted.

**COMMISSION DISTRICT 5:**

Holgard moved and Schlomer seconded to accept the resignation of David Siemon. Voting Aye: 4; Nay: 0. The motion was adopted.

 Houck moved and Schlomer seconded to appoint Davis Martin as County Commissioner in District 5. Voting Aye: 4; Nay: 0. The motion was adopted.

Davis Martin was sworn in by Deputy Clerk of Courts Gwenn Ackerman.

**MINUTES:**

Houck moved and Schlomer seconded to approve the minutes of January 8th, 2019. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS** – Farms & Home Publishers – Plat Books, $835.00; Kevin Holgard – Jan Mileage Expense, $20.16; Jim Houck – Jan Mileage Expense, $31.92; Davis Martin – Jan Mileage Expense $17.64; Marion Schlomer – Jan Mileage Expense, $70.56; Marco – Copier Usage, $39.28; Venture Comm – Phone Service, $45.64

**COURTS**: West Payment Center – Subscription Charges, $2,693.42

**AUDITOR**: Connecting Point – Offsite Backup, $105.00; Marco – Copier Usage, $103.29; Venture Comm – Phone Service, $69.64

**TREASURER**: Connecting Point – Offsite Backup, $105.00; Marco – Copier Usage, $.72; Quill – Supplies, $224.63, Membership, $24.00; Venture Comm – Phone Service, $81.07, Fax Service, $4.46

**STATES ATTORNEY**: Bowdle Healthcare – B/A Draw, $70.00; Lynn Goehring MA – Telephone Consultant, $195.00; James Hare – SD State Bar Dues, $415.00; Pamela Mata – Subpoena $20.00; Mobridge Regional – B/A Draws, $345.00; Mobridge Tribune – Publishing, $45.93; Quill – Supplies, $284.85; Venture Comm – Phone Service, $7.97

**COURT APPT ATTY**: Haar Law Firm – Services & Fees, $3,39.41; Kroontje Law Office – Services & Fees, $4,875.45

**ABUSED CHILD DEFENSE**: Von Wald Law – Services & Fees, $5,650.71

**COURTHOUSE**: Cole Papers – Supplies, $104.68; Quill – Office Supplies, $.23

**DOE**: Connecting Point – Offsite Backup, $105.00; Marco – Copier Usage, $13.85; Venture Comm – Phone Service, $58.41

**ROD**: Connecting Point – Offsite Backup, $105.00; Marco – Copier Usage, $.72; Venture Comm – Phone Service, $54.63

**SHERIFF**: Beadles – Repairs Crown Vic, $47.08; City of Mobridge – Zuercher Program, $28,222.25; Pennington County Jail – Transport, $145.25; SD Sheriff’s Association – Annual Membership dues, $663.14; Venture Comm – Phone Service, $297.05

**JAIL**: Blue 360 Media – Traffic Law Book, $78.75; City of Mobridge – Zuercher Program, 28,222.25; Cummins Central Power – Generator Maintenance, $1,384.60; Dave’s Lock & Key – Services & Fees, $110.00; Family Pharmacy – Supplies, 45.80, Prescriptions, $223.30; Galls – Uniform, $42.50; Hase Plumbing – Repairs, $516.26; Hughes County – Juvenile Boarding, $295.00; Mobridge Regional – Medical Care, $680.25; Quill – Supplies, $178.20; Brandi Steinbach – Coffee Pot, $4.00; Stoick’s Food – Groceries, $90.00 Venture Comm – Phone Service, $297.04; Vilas – Medication, $8.47

**ECONOMIC ASSISTANCE**: NESDCAP – 2019 Allocation, $2,500.00

**EMERGENCY & DISASTER**: Marco – Copier Usage, $2.84; Quill – Keyboard, $23.20; Venture Comm – Radio Service, $30.10, Internet Service, $88.94

**EXTENSION:** Quill – Supplies, $249.68; State 4-H Office – Poultry & Turkey Bands, $101.50; Venture Comm – Phone Service, $24.73

**POOR:** Quill – Supplies, $249.67; Venture Comm – Phone Service, $25.21

**MENTAL ILL:** Mark Katterhagen – Services & Fees, $15.00; Lewis & Clark – Services & Fees, $165.00; Lucy Lewno – Services & Fees, $166.47; Darcy Lockwood – Services & Fees, $15.00; Mikelson Law – Services & Fees, $226.20; Yankton Co Sheriff’s – Services & Fees, $50.00

**RD & BR:** Butler Machinery – parts & Supplies, $583.76; Cam Wal – Supplies, $46.74; Eddie’s Truck Center – Repairs, $215.56; Great Western Tire – Tires, $748.44; John Deere – Supplies P-98, $4.95; Menards – Supplies, $29.99; MDU – Electricity @ Java Shop, $33.92; Runnings – Supplies, $29.98; Selby Auto – Maintenance & Repairs, $302.13; Selby Oil – Tires T-32, $340.00; Servall – Rentals, $49.06;Slater Oil – Propane @ Java Shop, $714.00, Propane @ Selby Shop, $612.00, Heating Fuel @ Mobridge Shop, $837.00Trail King Ind – Supplies, $57.15; Venture Comm – Phone Service @ Selby Shop, $153.24, Internet Service, $63.95Phone Service @ Java Shop, $45.64

**SOLID WASTE:** Lucky’s Gas n More – Gasoline, $125.00; Marco – Copier Usage, $8.45

**SCHOOL DIST FUND:** Cortrust Bank **-** Dec 2018 Apportionment, $2,713.43; Hoven School Dist - Dec Apportionment, $1,115.41; Bankwest - Dec Apportionment, $9,111.81; Dacotah Bank - Dec Apportionment, $23,227.79

**VET SERVICE OFFICER:** WRT – Phone Service, $38.77

**CITIES & TOWNS FUND:** Bankwest – Dec 2018 Apportionment, $2,110.22; Dacotah Bank – Dec 2018 Apportionment, $366.47; Bank of Hoven – Dec 2018 Apportionment, $49.41

**CITY OF MOBRIDGE:** Dec 2018 Apportionment, $11,740.22

**BOWDLE RURAL FIRE DIST:** Dec 2018 Apportion, $45.58

**JAVA FIRE DIST FUND:** Dec 2018 Apportionment, $2.82

**PARTIAL PMTS FUND:** Walworth County Treasurer – Earleen Irigoyen, $655.16, Phil Lindskov, $832.72, Ephriam DeMarrias, $214.93, Brandon Carlson, $283.65, Henry Breasch, $337.12

**5 CO TV DIST FUND:** Auto Owners Ins – Work Comp Ins, $422.00; Prairie Pioneer – TV Notice, $2.81; Pride of The Prairie – TV Notice, $1.98

As required by SDCL 6-1-10, the complete December payroll paid by department was as follows: Commissioners - $9,282.03; Auditor - $9,920.42; Treasurer - $9,941.89; States Attorney - $15,243.87; Court House - $2,867.27; Director of Equalization – $9,118.27; Register of Deeds - $6,367.45; Veterans Service Officer - $1,206.31; Sheriff - $18,405.00; Jail - $62,355.85; Emg & Disaster - $4,661.04; Poor - $654.61; Extension - $5,222.94; Zoning - $358.20; Road & Bridge - $48,065.47; Solid Waste - $21,965.31; 5 County TV Translator District - $953.95; Coroner - $322.95; Weed & Pest - $350.41

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

 **WALWORTH COUNTY**

 **DECEMBER-18**

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

**CASH TOTAL $680.00**

**CHECKS TOTAL $40,851.57**

**CASH ITEMS**

**NSF CHECKS**

**TOTAL CASH ON HAND $41,531.57**

**SAVINGS ACCOUNT BALANCES**

 **BANKWEST MONEY MARKET SAVINGS $2,394,883.03**

**BANKWEST LANDFILL MONEY MARKET $960,900.72**

**CERTIFICATES OF DEPOSIT**

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

 **GRAND TOTAL CASH AND BALANCES $5,647,315.32**

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

**GENERAL FUND $2,755,444.03**

**SPECIAL REVENUE FUNDS:**

 **ROAD AND BRIDGE FUND $901,895.06**

 **911 SERVICE FUND $17,742.98**

 **FIRE PROTECTION FUND $3,054.89**

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

 **DOMESTIC ABUSE FUND $50.00**

 **MODERNIZATION & PRESERVATION RELIEF FUND $45,300.17**

 **DARE PROGRAM FUND $219.45**

**ENTERPRISE FUNDS:**

 **SOLID WASTE (LANDFILL) FUND $1,390,635.86**

**TRUST AND AGENCY FUNDS $526,915.53**

 **GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $5,645,473.46**

**BOARD APPOINTMENTS AS PER CHAIRMAN SCHILLING:**

 **SCHILLING:** Highway, Building Maintenance, 4-H Complex Policy Committee, Purchasing, Landfill, Northeast Council of Governments

 **HOLGARD:** Jail, Building Maintenance, War Hawk Emergency Management, Northeast Council of Governments, Weed Board

 **HOUCK:** Ambulance, North Central RC&D, “504” Task & A.D.A,

 **SCHLOMER:** Highway, Jail,Insurance, Investment & Finance and Purchasing,

 **MARTIN:** North Central Regional E911, Ambulance, Regional Aging Council

 **NORTH CENTRAL REGIONAL E911:** Davis Martin and Curt Rawstern

 **EMERGENCY DISASTER COORDINATOR:** Amanda Silbernagel

 **VETERANS’ SERVICES OFFICER:** Leo Rookey, Jr.

 **WAR HAWK EMERGENCY MANANGEMENT COORDINATOR:** Ted Schweitzer

 **FAMILY ASSISTANCE COORDINATOR:** Brenda DeToy

 **PURCHASING:** Rebecca Krein, Nyla Moak, Kevin Holgard and Marion Schlomer

 **INSURANCE:** Rebecca Krein and Marion Schlomer

**NORTHEASTERN MENTAL HEALTH:** Phylliss Pudwill

**PERSONNEL POLICY:** Jim Houck, Kevin Holgard, Marion Schlomer, Davis Martin, Scott Schilling, Rebecca Krein, Nyla Moak, Casi Thomason, Blake Friend, Josh Boll and Ryan Badten

**“504” TASK & A.D.A:** Commissioner Jim Houck, Auditor Rebecca Krein, Non-elected employee Deborah Kahl, Veterans’ Services Officer Leo Rookey, County Handicapped Representative At-Large: vacant

**BUILDING MAINTENANCE:** Scott Schilling, Kevin Holgard and Ryan Badten

**4-H COMPLEX POLICY COMMITTEE:** Commissioner Scott Schilling, Auditor Rebecca Krein, and Highway Superintendent Blake Friend

**MEDICAL EQUIPMENT COMMITTEE:** Walworth County Representative Brenda Detoy, Selby Legion Auxiliary Representative Phyliss Prasek, Java Legion Auxiliary Representative Lois Wolf and Selby Lioness Representative Florence Karst

**TELEVISION TRANSLATOR DISTRICT:** Phylliss Pudwill

**WEED BOARD:** Commissioner Kevin Holgard, Ralph Rabenberg, Jason Berens, Scott Zambo, and Darin Thorstenson

**2019 SALARY SCHEDULE:**

**Additions omitted from last minutes:**

Commissioners: Davis Martin, $10,192.35

Emergency Manager: Amanda Silbernagel, $36,000.00

Weeds: David Ritter, $17.00 per hour

**CONTINGENCY TRANSFER:**

Schlomer moved and Holgard seconded to approve changing a contingency transfer from 101-411 to 101-441 in the amount of $1,191.90. Voting Aye: 5; Nay; 0. The motion was adopted.

**TREASURER’S OFFICE:**

Holgard moved and Martin seconded to approve the Treasurer’s Monthly report. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Martin seconded to list in the minutes that the county will not take the following properties due to a treasurer’s trust or barred by statute. Voting Aye: 5; Nay: 0. The motion was adopted.

5762, 5245, 5072, 6212, 4927, 5350, 5818, 5632, 5614, 5506, 4534, 5852, 4985, 6144.

**POOR RELIEF:**

Holgard moved and Schlomer seconded to deny case 14D due to not meeting the eligibility standards per SDCL 28-13-1.1. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Houck seconded to pay case 15A1 in the amount of $2,737.36 plus applicable fees since the individual would qualify for assistance. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Houck seconded to deny case 17Q as the individual is not a Walworth County resident. Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Houck seconded to deny case M2018A1 due to not being able to determine indigency per SDCL 28-13-1.3. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to deny case M2018A4 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Holgard seconded to deny case M2018A5 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Schlomer seconded to deny case M2018A6 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to deny case M2018A7 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Holgard seconded to deny case M2018A8 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Schlomer seconded to deny case M2018A10 because this was a non-emergency procedure with no prior authorization per SDCL 28-13-27(2). Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Martin seconded to deny case M2018A11 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Schlomer seconded to deny case M2018A12 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to deny case M2018A13 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Schlomer seconded to deny case M2018A14 due to not being able to determine indigency per SDCL 28-13-1.13. Voting Aye: 5; Nay: 0. The motion was adopted.

DeToy informed the board that 77 people signed up for Medicare Part D with a total of $53,304.83 in savings to the elderly.

**HIGHWAY DEPARTMENT:**

Schlomer moved and Martin seconded to appoint Blake Friend as Highway Superintendent per SDCL 31-11-1 effective 2/11/19. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Houck seconded to approve a probationary wage increase of $0.50 for Heavy Equipment Operator Chad Perman. Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Martin seconded to declare o3-11R425 & 6-17.5X25 tires surplus. Voting Aye: 5; Nay: 0. The motion was adopted.

**POD UPDATE:**

Emergency Manager Silbernagel informed the board that after some research on the POD it is in the best interest of the county not to sign a contract with JoAnn Paulson at this time.

**JAIL & SHERIFF:**

Josh submitted his Monthly report.

Discussion was held on options for the jail. Schilling said he is looking into a new building option that would be a significant lesser cost to the taxpayers. Holgard stated that the operation is the biggest cost not the building and requested Boll prepare some numbers for the next meeting to see if he can lower the operational budget of the jail.

Hare provided a list of reasons that Faulk will not accept inmates from other counties. If they are under the influence of alcohol or drugs and other reasons. This would eliminate the possibility of housing most of the inmates from Walworth County at their facility. Holgard stated he will go back to Faulk County to discuss this with them.

Houck moved and Martin seconded to approve signing a contract with Edmunds County for prisoner boarding at their facility. Voting Aye: 3; Nay: 2. The motion was adopted.

**PERSONNEL POLICY:**

Houck moved and Schlomer seconded to approve the following changes to the personnel policy: Section 6.5 HSA deposit wording was changed to the first business week of the year; Section 5.3 Standard work day was changed to allow the highway department to get comp time at time and a half like all other departments when working over 40 hours in a week. Voting Aye: 5; Nay: 0. The motion was adopted.

**OLD BUSINESS:**Houck asked about the culvert issue, Hare said it’s coming along. Holgard asked about the Five County Television Translator District, Krein said it’s currently at a standstill.

**ADJOURNMENT:**

Holgard moved and Schlomer seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. February 5th, 2019. Voting Aye: 5; Nay: 0. The motion was adopted.

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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

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**REBECCA KREIN, AUDITOR**

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