January 23, 2020

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 23, 2020 at 9:00 a.m. at the County Courthouse. Members present were: Scott Schilling, Kevin Holgard, Davis Martin, Marion Schlomer, and Jim Houck. 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 new or old business to report. Holgard moved and Schlomer seconded to adjourn as Walworth County Planning and Zoning Board. Voting Aye: 5; Nay: 0. The motion was adopted

**WALWORTH COUNTY BOARD OF ZONING ADJUSTMENT**

Holgard moved Martin seconded to adjourn as Walworth County Board of Zoning Adjustment. Voting Aye: 0; Nay: 5. The motion was failed.

The board of zoning adjustment recessed until 9:30 A.M.

Chairperson Schilling called the County Commission meeting to order.

**AGENDA:**

Houck moved and Martin seconded to approve the meeting agenda. Voting Aye: 5; Nay: 0. The motion was adopted.

**MINUTES:**

Houck moved and Martin seconded to approve the minutes of January 7th, 2020. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS: Marco, Inc – Copier Usage Contract, $15.98; Mobridge Tribune – Publications, $481.43; Northeast Council of Govt’s – Commissioner Services & Fees 2020 Dues, $9054.84; Venture Communications – Telephone/fax Services, $45.79**

**ELECTIONS: Marco, Inc – Copier Usage Contract, $13.25**

**COURTS: LexisNexis – Monthly Library Charges, $653.91; Donald Zeck – Juror/mileage Fees, $21.76**

**AUDITOR: Cardmember Service – Postage/Rental, $267.79; Connecting Point – Offsite Backup, $105.00; Marco Inc, - Copier Usage Contract, $22.94; Quill Corporation – Supplies, $164.99; Ramkota Hotel & Conference – Travel, $462.00; Venture Communications – Telephone/Fax Service, $58.17**

**TREASURERS: Aurora County Treasurer – Tax Bill Supplies, $67.30; Cardmember Service – Postage/Rental, $91.30; Connecting Point – Offsite Backup, $105.00; Corson County Treasurer – Tax Bill Postage, $25.95; Marco, Inc. – Copier Usage Contract, $18.05; Kathy Serr – Tax Bill Postage, $21.60; Venture Communications – Telephone/Fax Service, $72.17**

**STATES ATTORNEY: Kristi A Brandt – Transcripts, $397.00; Cardmember Service – Postage/Rental, $144.55; Brenda DeToy – Postage Reimbursement, $24.62; Mobridge Regional Hospital – Prof Services, $216.00; Quill Corporation, Supplies, $113.75; SD Public Health Laboratory – Prof Services, $285.00; State Bar of SD – 2020 Bar Dues, $456.50; Venture Communication – Telephone/Fax Service, $114.59**

**COURT APPT ATTY: Christopher A Haar – Prof Services, $886.25; Mark K Kroontje – Prof Services, $793.00**

**ABUSED CHILD DEFENSE: Kristi A Brandt – Transcripts, $30.60**

**COURTHOUSE: Cam Wal Electric – Electricity Service, $102.17; Heartland Waste Management – Garbage Removal, $105.00; Servall Uniform & Linen – Rentals, $58.11**

**DOE: Cardmember Service – Postage/Rental, $47.75; Connecting Point – Offsite Backup/Remote Services, $160.00; Dave’s Lock n Key – Dup Keys, $4.50; Marco Inc – Copier Usage Contract, $14.27; Schneider Geospatial – Data Maintenance Ann. Fee, $15,068.00; Vanguard Appraisals Inc – Annual License Fee, $1100.00; Venture Communications – Telephone/Fax Service, $69.12**

**ROD: Cardmember Service – Postage/Rental, $54.75; Connecting Point – Offsite Backup, $105.00; Marco, Inc – Copier Usage Contract, $13.03; Quill Corporation – Supplies, $376.36; Venture Communications – Telephone/Fax Service, $52.87**

**VET SERVICE OFFICER: West River Telecommunications – Telephone Services, $93.97**

**SHERIFF: Cardmember Service – Postage/Rental/Supplies, $213.25; Connecting Point – Remote Services, $80.00; Custom Installation Solutions – Supplies, $160.00; Dakota Glass & Alignment – Vehicle Repairs, $59.03; Carol Leavitt – Prof Services, $65.00; Marco, Inc – Copier Usage Contract, $13.02; SDPAA – 2019 Dodge Charger Coverage, $647.67; Venture Communications – Telephone Service, $420.19; Walworth County Treasurer – Car Title/Registration/License, $21.20; Western Rancher – Services, $20.00**

**JAIL: Avera Medical Group Selby – Prof Services, $176.27; Bob Barker Company – Supplies, $153.90; BTU Services – Supplies, $1069.13; Cardmember Services – Groceries/Supplies, $1084.79; Cash-Wa Distributing – Groceries, $1733.42; Connecting Point – Remote Services, $80.00; Dakota Radio Group – Job Line Adv, $150.00; Dave’s Lock n Key – Dup Keys, $3.00; Marco Inc – Copier Usage Contract, $13.00; Mobridge Regional Hospital – Prof. Services, $351.66; Servall Uniform & Linen – Rentals, $64.10; The Support Circle – Prof Services, $175.00; Uniform Center – Supplies, $59.99; Venture Communications – Telephone Service, $189.06; Vila’s Health & Variety – OTC Meds, $11.26**

**EMERGENCY & DISASTER: Venture Communications – Telephone Service, $46.79; Cardmember Service – Supplies, $129.99; Mobridge Hardware – Supplies, $12.98; Amanda Silbernagel – Reimbursement, $15.00**

**SUPPORT OF POOR: Cardmember Service – Postage, $1.15; Venture Communications – Telephone Service, $26.53**

**MENTALLY ILL: SD Dept of Revenue – Services, $125.00; The Support Circle – Prof Services, $250.00; Yankton Country Treasurer – Prof Services, $120.00; Yankton Co Sheriff’s Office – Prof Services, $100.00**

**DEV DISABLED: Dakotabilities – 1st Qtr. 2020 Fees, $180.00; SD Dept of Revenue – Services, $60.00**

**MENTAL ILLNESS BOARD: Dean Schaeffer Court Reporting – Prof Services, $288.00; Mark Katterhagen – Prof Services, $12.00; Lewis & Clark Behavioral – Prof Services, $178.00; Lucy Lewno – Prof Services, $156.50; Darcy Lockwood – Prof Services, $12.00**

**HISTORICAL MUSEUM: Klein Foundation, Inc – Grant to Other Entity, $4500.00**

**EXTENSION: Cardmember Service – Postage/Rental, $60.55; Venture Communications – Telephone Services, $25.84**

**SOIL CONSERVATION: Walworth Country Cons Dist – Appropriation, $18,500.00**

**WEED CONTROL: Lamb Motor Company – 2020 Ford F350, $31,683.00; Marco, Inc – Copier Usage Contract, $13.00; Valley Telcommunications – Cell Service, $35.00**

**RD & BR: CamWal Electric Coop – Service/Hoven Shop, $63.84; Cardmember Service – Postage/Rental, $6.60; Randy Carlson – Services, $35.00; Heartland Waste Management – Garbage Removal, $50.00; Hoven Coop Serv. Co. – Supplies, $1890.40; John Deer Financial – Supplies, $422.16; Lucky’s Gas n More – Supplies, $134.83; MDU – Service @ Java Shop, $55.73; SD Dept of Revenue – Excise Tax, $15.06; Slater Oil & LP Gas – Supplies, $2200.74; Valley Telcommunications – Cell Service, $35.00; Venture Communications – Telephone Service, $279.80; West River Telecommunications – Telephone Service @ Mob Shop, $37.26**

**SOLID WASTE: Agtegra Cooperative – Supplies, $1789.86; Cam Wal Electric Coop – Services, $417.79; Cardmember Service – Postage/Rental, $11.95; Heartland Waste Management – Garbage Removal, $60.00; Marco, Inc – Copier Usage Contract, $13.01; Praxair Distribution, Inc – Cylinder Maintenance 5 yr. plan, $73.81; Quill Corporation – Supplies, $149.56; Servall Uniform & Linen – Rentals, $51.94; Slater Oil Co – Supplies,**

**$607.50; TranSource Truck & Equipment – Supplies, $300.60; Valley Telcommunications – Telephone Service, $109.04; Venture Communications – Fax Service, .16; Web Water Bottling Company – Water Rental, $25.00; Wenck Associates – Stormwater Repair, $7283.03**

**STATE ACCOUNT FUND: SD Dept of Revenue – ROD/MV Fees, $90,173.41**

**SCHOOL DIST FUND: Cortrust Bank – December 2019 Apportionment, $1504.47; Hoven School District - December 2019 Apportionment, $2182.84; Dacotah Bank - December 2019 Apportionment, $15,994.21; Bank West - December 2019 Apportionment, $15,840.03**

**CITIES 7 TOWNS FUND: City of Mobridge - December 2019 Apportionment, $13,599.95; Bank West - December 2019 Apportionment, $4143.75; Dacotah Bank - December 2019 Apportionment, $270.52; Bank of Hoven - December 2019 Apportionment, $101.53**

**PARTIAL PAYMENTS FUND: Walworth County Treasurer – Partial Taxes #5245, $622.83**

**SALE/EXCISE TAX FUND – SD State Treasurer – State/City Sales Tax, $146.37**

**JAVA FIRE DIST FUND: Bank West - December 2019 Apportionment, $117.63**

**BOWDLE FIRE DIST FUND: Bowdle Rural Fire district - December 2019 Apportionment, $32.20**

**SDACO: M & P Remittance, $98.00**

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

**WALWORTH COUNTY**

**Dec-19**

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

**CASH TOTAL $1,691.67**

**CHECKS TOTAL $53,997.69**

**CASH ITEMS**

**NSF CHECKS $79.80**

**TOTAL CASH ON HAND $55,769.16**

**SAVINGS ACCOUNT BALANCES**

**BANKWEST MONEY MARKET SAVINGS $2,321,438.45**

**BANKWEST LANDFILL MONEY MARKET $1,015,495.95**

**CERTIFICATES OF DEPOSIT**

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

**GRAND TOTAL CASH AND BALANCES $5,642,703.56**

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

**GENERAL FUND $2,502,081.01**

**SPECIAL REVENUE FUNDS:**

**ROAD AND BRIDGE FUND $1,052,178.51**

**911 SERVICE FUND $16,685.58**

**FIRE PROTECTION FUND $6,654.57**

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

**DOMESTIC ABUSE FUND $135.00**

**MODERNIZATION & PRESERVATION RELIEF FUND $51,886.87**

**DARE PROGRAM FUND $307.25**

**ENTERPRISE FUNDS:**

**SOLID WASTE (LANDFILL) FUND $1,384,231.60**

**TRUST AND AGENCY FUNDS $617,682.74**

**GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $5,636,058.62**

**TREASURER’S OFFICE:**

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

Moak updated the board on the current partial payment accounts and the list of property’s not to take due to treasurer’s trust or barred by statute listed below:

Records 5762, 6212, 5350, 5818, 5614, 4534, 5079, 5852, 4985, & 6144.

**BUDGET SUPPLEMENT:**

Houck moved and Martin seconded to authorize publication for a budget supplement to move funds from the General Fund to the Emergency Management Fund. Voting Aye: 5; Nay: 0. The motion was adopted.

**EMPLOYEE HOURS:**

The board informed DeToy that her hours are split per week at 20 hours in the State’s Attorney’s Office, 10 Extension and 10 Poor Relief.

**HIGHWAY DEPARTMENT:**

Holgard moved and Martin seconded to set the 2020 equipment rates as recommended by Highway Superintendent Byre. Voting Aye: 5; Nay: 0. The motion was adopted.

Byre informed the board that there was an overpayment for the Swan Creek Project and he would be issuing half of the $420.00 refund to the Game Fish and Parks.

Houck moved and Martin seconded to surplus the Snow Blower and have a bid opening on February 20th. Voting Aye: 5; Nay 0. The motion was adopted.

Houck moved and Martin seconded to support the joint ownership of a Lowboy trailer with Campbell County. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Schlomer seconded to recess as board of Commissioners. Voting Aye: 5; Nay: 0. The motion was adopted.

Holgard moved and Martin seconded to reconvene as the Planning & Zoning Board of Adjustments. Voting Aye: 5; Nay: 0. The motion was adopted.

**HAUL ROAD AGREEMENT:**

Discussion was held on the haul road agreement with Jeremy Hoffman and Kerwin Miller via phone. All parties stated the changes they would like to see made and the agreement will be presented on the next commission meeting.

Holgard moved and Houck seconded to adjourn as the board of zoning adjustments. Voting Aye: 5; Nay: 0. The motion was adopted.

Schlomer moved and Martin seconded to reconvene as the Board of County Commissioners. Voting Aye: 5; Nay: 0. The motion was adopted.

**JAIL & SHERIFF:**

Houck moved and Martin seconded to approve a wage increase of $.50 for Karlea Larson for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

Houck moved and Martin seconded to approve Resolution 2020-04. Voting Aye: 5; Nay: 0. The motion was adopted.

RESOLUTION WC 2020-04

A RESOLUTION ESTABLISHING THE NUMBER AND COMPENSATION OF DEPUTIES ALLOWED FOR THE OFFICE OF THE COUNTY SHERIFF

WHEREAS, the Walworth County Board of Commissioners has deemed it necessary for the prompt dispatch of business in the office of the County Sheriff that one or more deputies, jailers, or clerks be appointed therein; and

WHEREAS, South Dakota Codified Law 7-12-9 outlines the procedure for fixing the number and compensation of deputies in the office of the County Sheriff; now, therefore be it

RESOLVED, that the Walworth County Board of Commissioners fixes the number and compensation of Sheriff’s office personnel per SDCL 7-12-9 as follows for 2020:

Positions:

Sheriff $54,388.62 (Salary)

Chief Deputy: Part-time position; 520 total hours available for 2020

Sergeant Deputy: 1 FTE

Deputy Sheriff: 1 FTE

Part-time Deputy: 3 Part-time position; 2 at 460 hours/year each to equal 920 total hours and 1 at 120 for a total of 1040 total hours available for 2020.

Administrative Assistant: Full-time position; 2080 total hours available for 2020

Compensation:

Chief Deputy: $43,351.36 (Salary)

Sergeant Deputy: $20.51 per hour

Deputy Sheriff: $19.33 per hour

Part-time Deputy: $19.33 per hour

Administrative Assistant: $15.95 per hour

BE IT FURTHER RESOLVED, that the Walworth County Board of Commissioners fixes the number and compensation of Jail personnel per SDCL 7-12-9 as follows for 2020:

Positions:

Chief Deputy/Jail Administrator: 1 FTE

Jail Sergeant: 4 FTE

Correctional Officers: 8 FTE

Part-Time Correctional Officers Part-time position; 2080 total hours available for 2020

Jail Nurse: 3 Part-time (PRN as needed)

Compensation:

Chief Deputy/Jail Administrator: $43,351.36 per year (FLSA exempt)

Jail Sergeants: $17.53 per hour

Correctional Officers: $16.68 per hour

Part-Time Correctional Officers: $16.68 per hour

Jail Nurse: $38.42 per hour

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Attest:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scott Schilling – Chairperson Rebecca Krein – Auditor

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Josh Boll — Walworth County Sheriff

**LANDFILL:**

The monthly reports and annual inspection report were provided to the board.

Randy Hanson with Wenck Engineering updated the board on the progress at the landfill on the repairs Solbros Construction is completing. There have also been 2 liens filed on the project for non-payment by the contractor.

**Martin left the meeting.**

**PERSONNEL POLICY:**Holgard moved and Houck seconded to approve a 90 day probation period for benefits and also premiums will need to be taken out of final paychecks. Voting Aye: 4; Nay: 0. The motion was adopted.

**EXECUTIVE SESSION:**

Holgard moved and Schlomer seconded to enter into executive session per SDCL 1-25-2(3) regarding a legal matter. Voting Aye: 4; Nay: 0. The motion was adopted.

Schilling declared the Executive session ended at 12:50 p.m. No action was taken.

**OLD BUSINESS:**

Holgard stated there was some concern from other counties on the cost they would have to pay for the jail so they are looking at other options. The committee will meet again on February 11th, 2020.

**ADJOURNMENT:**

Holgard moved and Houck seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. February 4th, 2020. Voting Aye: 4; Nay: 0. The motion was adopted.

**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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**SCOTT SCHILLING, CHAIRPERSON**

**ATTEST:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**REBECCA KREIN, AUDITOR**

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