January 21, 2021

9:00 A.M.

**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 21, 2021 at 9:00 a.m. at the County Courthouse. Members present were: Scott Schilling, Kevin Holgard, Duane Mohr, Rick Cain, 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 Mohr 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 Schilling seconded to adjourn as Walworth County Board of Zoning Adjustment. Voting Aye: 5; Nay: 0. The motion was adopted.

Chairperson Houck called the County Commission meeting to order.

**AGENDA:**

Schilling moved and Mohr seconded to approve the meeting agenda with the addition of an Executive session under item 16 and moving item 26 to under item 18. Voting Aye: 5; Nay: 0. The motion was adopted.

**MINUTES:**

Schilling moved and Cain seconded to approve the minutes of January 21st, 2021. Voting Aye: 5; Nay: 0. The motion was adopted.

**CLAIMS APPROVED:**

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

**COMMISSIONERS: Cardmember Service – SD Camera Card, $22.32; City of Mobridge – Water @ 306 2nd Ave W, $10.50; Marco, Inc – Copier Usage Contract, $29.76; Mobridge Tribune – Publishing, $463.28; Selby Record – Publishing, $676.91; US Dept of Treasury – FCC Fees, $2324.06; Venture Communications – Fax Service, $46.85**

**COURTS: West Payment Center – Library Supplements/Tax Books, $21.36**

**AUDITOR: Cardmember Service – Stamps/Postage Rental, $179.56; Connecting Point – Backup Services, $20.00; Marco Inc – Copier Usage Contract, $33.94; Quill Corporation – Tax Forms, $107.65; Venture Communications – Telephone Service, $59.03**

**TREASURERS: Cardmember Service – Postage/Rental, $48.55; Lar-Jo’s – Tax Supplies, $162.49; Marco Inc – Copier Usage Contract, $21.83; Mobridge Tribune – Publications, $289.13; Selby Record – Publications, $443.23; Venture Communications – Telephone Service, $72.16**

**STATES ATTORNEY: Kristi A Brandt – Transcripts, $47.60; Cardmember Services – Postage/Rental, $196.50; Connecting Point – Support Work, $80.00; Mobridge Tribune – Publications, $90.15; Quill Corporation – Printer Supplies, $714.03; Sanford – Medical Services, $331.40; SD Public Health Laboratory – December Services, $40.00; Taylor Nunamaker – Subpoena, $20.00; Venture Communications – Telephone/Fax Service, $93.89**

**ABUSED CHILD DEFENSE: Kristi A Brandt – Services/Transcripts, 180.20 Von Wald Law Offices – Services & Fees, $4708.70**

**COURTHOUSE: Heartland Waste Management – Garbage Service, $105.00;**

**Kens Western Lumber – Supplies, $3.48; Servall Uniform & Linen – Rentals, $62.37; Triton Chemicals – Disinfecting Supplies, $87.73; Web Water Bottling Company - $18.75**

**DOE: Cardmember Service – Contract Renewal/Postage/Rental, $63.48; Marco, Inc – Copier Usage Contract, $21.81; Quill Corporation – Plexiglass, $149.99; Shorty’s One Stop – Gas, $22.30; Venture Communications – Telephone Service, $57.23**

**ROD: Cardmember Service – Postage/Rental, $53.55; Marco Inc – Copier Usage Contract, $21.89; Venture Communications - Telephone Service, $55.09**

**VET SERVICE OFFICER: WRT – Telephone Service, $60.90**

**SHERIFF: Joshua Boll -Inmate Meal Reimbursement, $6.44; Brite – AC Adapters, $158.00; Cardmember Service – Stamps/Rentals/Supplies, $1811.03; Connecting Point – Backup/Support Work, $368.00; Dakota Glass & Alignment – Vehicle Maintenance, $55.98; Family Pharmacy – RX Supplies, $49.49; Kens Western Lumber – Keys, $3.00; Kiesler Police Supply – Supplies, $2620.00; Mobridge Regional Hospital – Medical Services, $35.00; Motorola Solutions – Radio Equipment, $3618.29; Rees Communications – Radios/Speakers, $11,861.58; Roberts County – RX Supplies, $68.96; Save A Life – Supplies, $267.00; Selby Oil Co. – Vehicle Maintenance, $563.50; Senior Nutrition Center – Meals, $210.00; Slater Oil Co - $3105.00; Venture Communications - Telephone/Fax Services, $531.05**

**JAIL: Couteau Des Prairie – COVID Test, $75.00; Edmunds County – Inmate Boarding, $910.00**

**SUPPORT OF POOR: Cardmember Service – Postage/Renal, $5.56; Venture Communications – Telephone Service, $24.66;**

**MENTALLY ILL: Avera-McKennan Hospital – Services, $705.00; Avera St Luke’s – Services, $1410.00; Dean Schaeffer Court Reporting – Transcripts - $30.00; University Psyc Physician – Services, $137.80; Yankton County Treasurer – Services, $122.50**

**DEV DISABLED: SD Dept of Revenue – Services, $60.00; Dakotabilities – 1st Qtr. 2021 Fees, $180.00**

**HISTORICAL MUSEUM: Klein Museum – 2021 Allocation**

**EXTENSION: Cardmember Service – Postage/Rental, $5.56; American Solutions for Business – Office Supplies, $11.96; Mobridge Tribune – Publications, $211.20; Selby Record – Publications, $60.00**

**WEED CONTROL: Valley Telecommunications – Cell Service, $35.00**

**RD & BR: Cam Wal Electric Coop – Electricity Service, $53.57; Cardmember Service – Stamps, $55.00; City of Mobridge – Water @ Mobridge Shop, $49.22; Farm Power Mfg – Shop Supplies, $703.78; Heartland Waste Management – Garbage Service, $50.00; Hoven Coop Service – Gas/Diesel/Parts, $1077.61; John Deere Financial – Part/Supplies, $121.43; Ken’s Western Lumber – 3 Keys, $3.00; Marco, Inc – Copier Usage Contract, $21.73; Mobridge Tribune- Publications, $56.32; MDU – Electricity @ Java Shop, $34.77; Newman Traffic Signs – Traffic Sign, $63.39; Quill Corporation – Office Supplies - $273.74; SD State Treasurer – Excise Tax, $16.66; Selby Auto Sales – Supplies/Parts, $32.09; Selby Record – Publications, $60.00; Servall Uniform & Linen – Rentals, $54.08; Share Corporation – PPE Supplies, $292.83; Shorty’s One Stop – Gas, $469.94; Valley Telcommunications – Cell Service, $35.00; Venture Communications - Telephone Service, $284.12; WRT – Mobridge Shop Telephone, $38.27**

**COMMUNICATION CENTER: City of Mobridge – 911 Surcharge, $18,740.50**

**EMERGENCY & DISASTER: Cardmember Service – Supplies/Stamps, $694.50; Gas n Goodies – Gas, $92.72; Mobridge Hardware – Supplies, $53.35**

**SOLID WASTE: Agtegra Cooperative – Fuel - $1195.47; Cam Wal Electric – Electricity Service, $330.15; Cardmember Service – Postage/Rental, $82.56; Farnams Genuine Parts – Supplies, $102.96; GTC Auto Parts – Supplies/Parts, $267.55; Heartland Waste Management – Garbage Service/Recycle Center, $580.00; Quenzer Electric – Services, $40.80; Quill Corporation – Office Supplies, $184.10; Runnings Supply – Supplies, $92.71; SD Dept of Environment – Solid Waste Surcharge, $826.82; SD Federal Property Agency – Supplies, $297.00; Shorty’s One Stop – Gas, $97.66; Slater Oil Co. – Heating Propane, $523.20; ; SWANA – Annual Dues, $268.00; Valley Telecommunications – Phone/Internet Service, $113.58; Web Water Development – Water Service, $45.00; Web Water Bottling Co – Water Rental, $32.25; Wenck Associates – Services & Fees, $1547.60**

**STATE ACCOUNT FUND: SD Dept of Revenue – ROD/MV Fees, $87,769.72**

**SCHOOL DIST FUND: Cortrust Bank – December 2020 Apportionment, $1722.51; Hoven School District – December 2020 Apportionment, $1181.97; Dacotah Bank – December 2020 Apportionment, $43,084.71; Bank West – December 2020 Apportionment, $19,392.07**

**CITIES 7 TOWNS FUND: City of Mobridge – December 2020 Apportionment, $23,744.95; Bank West – December 2020 Apportionment, $4202.25; Dacotah Bank – December 2020 Apportionment, $153.65; Bank of Hoven – December 2020 Apportionment, $70.37**

**JAVA FIRE DIST FUND: Bank West – December 2020 Apportionment, $39.34**

**BOWDLE FIRE DIST FUND: Bowdle Rural Fire district – December 2020 Apportionment, $37.08**

**SDACO: M&P Remittance - $186.00**

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

 **WALWORTH COUNTY**

 **Dec-19**

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

**CASH TOTAL $712.57**

**CHECKS TOTAL $59,384.92**

**CASH ITEMS**

**NSF CHECKS $1,091.78**

**TOTAL CASH ON HAND $61,189.27**

**SAVINGS ACCOUNT BALANCES**

 **BANKWEST MONEY MARKET SAVINGS $2,511,991.40**

**BANKWEST LANDFILL MONEY MARKET $1,021,794.08**

**CERTIFICATES OF DEPOSIT**

 **INVESTMENTS--CERTIFICATES OF DEPOSIT $2,000,000.00**

 **GRAND TOTAL CASH AND BALANCES $5,594,974.75**

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

**GENERAL FUND $2,529,851.73**

**SPECIAL REVENUE FUNDS:**

 **ROAD AND BRIDGE FUND $950,976.34**

 **911 SERVICE FUND $10,817.51**

 **FIRE PROTECTION FUND $10,650.29**

 **EMERGENCY AND DISASTER FUND $41,239.21**

 **DOMESTIC ABUSE FUND $450.00**

 **MODERNIZATION & PRESERVATION RELIEF FUND $59,405.07**

 **DARE PROGRAM FUND $307.25**

**ENTERPRISE FUNDS:**

 **SOLID WASTE (LANDFILL) FUND $1,556,700.02**

 **TRUST AND AGENCY FUNDS $544,291.52**

**GRAND TOTAL GENERAL LEDGER CASH AND INVESTMENTS $5,704,688.94**

**2021 BOARD APPOINTMENTS:**

**Board of Appointments:**

**Houck: Highway, Jail, North East Council of Gov., Weed Board & Landfill**

**Cain: Highway, North East Council of Gov., Building Maintenance, Insurance, War Hawk & Emergency Management.**

**Mohr: Jail, Landfill, Ambulance, Investment & Finance and Purchasing.**

**Holgard: Regional Aging Council, North Central RC&D, “504” Task & A.D.A. Northcentral Region E-911**

**Schilling: Ambulance, 4-H Complex Policy, Building Maintenance**

**North Central Regional E911: Kevin Holgard and Curt Rawstern**

**Emergency Disaster Coordinator: Jeff Jensen, Josh Boll**

**Family Assistance Coordinator:**

**Veterans Service Officer: Stephan Volk**

**War Hawk Emergency Management Coordinator: Ted Schweitzer**

**Purchasing: Rebecca Krein, Amanda Silbernagel, Duane Mohr**

**Insurance: Rebecca Krein, Rick Cain**

**North East Mental Health: Phylliss Pudwill**

**Personnel Policy: Jim Houck, Kevin Holgard, Rick Cain, Duane Mohr, Scott Schilling, Rebecca Krein, Amanda Silbernagel, Casi Thomason, Gary Byre, Josh Boll & Jamie Hare**

**911 Address Coordinator:**

**4-H complex Policy Committee: Scott Schilling, Rebecca Krein, Gary Byre**

**Weed Board: Scott Zambo Tom Fiedler, Jim Houck**

**Liaison Person:**

**Reg of Deeds: Duane Mohr**

**Assessor: Duane Mohr**

**Treasurer: Scott Schilling**

**Auditor: Rick Cain**

**States Attorney: Jim Houck**

**Veterans Service: Kevin Holgard**

**Custodian: Scott Schilling**

**EM: Rick Cain**

**Sheriff: Duane Mohr, Jim Houck**

**4-H: Rick Cain, Scott Schilling**

**Budget: Rick Cain**

**POOR LIENS:**

Wilton Schilling met with the board to discuss a lien that is listed on multiple properties in Akaska. Holgard moved and Schilling seconded to divide the lien out to the property owners based on percentages calculated by current land values and send letters to the individuals. Voting Aye: 4; Nay: 0. The motion was adopted. Cain abstained.

Holgard moved and Mohr seconded to approve Wilton Schilling paying his portion of $7.29 and releasing the lien from Akaska Original, Block 21, Lots 8,9, & 10. Voting Aye: 4; Nay: 0. The motion was adopted. Cain abstained.

**EXECUTIVE SESSION:**

Schilling moved and Mohr seconded to enter into executive session at 9:25 a.m. per SDCL 1-25-2(1) regarding a personnel matter. Voting Aye: 5; Nay: 0. The motion was adopted.

Chairman Houck declared the executive ended at 10:05 a.m. no action was taken.

**EXTENSION OFFICE:**

Schilling moved and Cain seconded to hire an extension secretary for 20 hours per week at the wage of $15.95 and to set interviews for February 2nd at 9:15 a.m. Voting Aye: 5; Nay: 0. The motion was adopted.

Cain moved and Holgard seconded to approve signing the memorandum of understanding with SDSU. Voting Aye: 5; Nay: 0. The motion was adopted.

**EXECUTIVE SESSION:**

Cain moved and Schilling seconded to enter into an executive session at 11:04 a.m. per SDCL1-25-2(1) regarding a personnel matter. Voting Aye: 5; Nay: 0. The motion was adopted.

Chairman declared the executive session ended at 11:14 a.m. no action was taken.

**TREASURER’S OFFICE:**

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

Holgard moved and Cain seconded to approve a treasurer’s trust for record 5091 with $200.00 monthly payments beginning on February 15th, 2021. Voting Aye: 5; Nay: 0. The motion was adopted.

**WILDLAND FIRE SUPPORT:**

Cain moved and Schilling seconded to appoint Holgard as the County official to request state fire support. Voting Aye: 5; Nay: 0. The motion was adopted.

**POOR RELIEF:**

DeToy gave the board an update on the medical and mental health claims for 2020.

**ABATEMENTS:**

Cain moved and Mohr seconded to approve an abatement on record #8092 in the amount of 238.50 for a mobile home that was no longer there. Voting Aye: 5; Nay: 0. The motion was adopted.

Cain moved and Mohr seconded to approve an abatement on record #3774 in the amount of 23.85 for a mobile home that was no longer there. Voting Aye: 5; Nay: 0. The motion was adopted.

**PERSONNEL POLICY:**

Cain moved and Schilling seconded to table the Personnel Policy changes until the next meeting. Voting Aye: 5; Nay: 0. The motion was adopted.

**LANDFILL:**

Krein requested the board to decide if they wanted the bailer hooked up at the landfill to continue recycling. The board approved getting it hooked back up.

Krein provided the board with tipping fees for Walworth County as well as multiple landfills across the state. She stated that Walworth County is low and we should look at changing them in the near future.

**HIGHWAY:**

Cain moved and Holgard seconded to raise the fee $30.00 on filing easement applications. Voting Aye: 5; Nay: 0. The motion was adopted.

After realizing the matter was not on the agenda Cain rescinded his motion.

**SHERIFF:**

Mohr moved and Schilling seconded to approve a wage increase of $.50 for Kendra Dressel for completion of probation. Voting Aye: 5; Nay: 0. The motion was adopted.

Cain moved and Mohr seconded to approve advertising changes to the Sheriff & Jail budgets. Voting Aye: 4; Nay: 1. The motion was adopted.

Cain requested that the transport officers keep track of their time and report it to the board.

**CONTINGENCY TRANSFERS:**

Holgard moved and Schilling seconded to approve the following Contingency transfer additions be listed in the minutes. Voting Aye: 5; Nay: 0. The motion was adopted.

101-111-422 Commissioners services & fees $39.17

101-141-422 Auditor services & fees $136.71

226-222-426 Emergency & Disaster supplies $452.65

**OLD BUSINESS:**

Hare stated he is still waiting on a court date for the culvert issue.

**ADJOURNMENT:**

Holgard moved and Schilling seconded that the Board of County Commissioners adjourn until the hour of 9:00 a.m. February 2nd, 2021. Voting Aye: 5; 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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**JIM HOUCK, CHAIRPERSON**

**ATTEST:**

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

**REBECCA KREIN, AUDITOR**

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