**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on January 18, 2022 at 9:00 a.m. at the County Courthouse. Members present were: Jim Houck, Scott Schilling, Duane Mohr, Kevin Holgard and Justin Jungwirth. Also present were States Attorney, Jaime Hare and Auditor, Eva Cagnones.

The Pledge of Allegiance was recited by those in attendance.

Chairperson Houck called the County Commission meeting to order.

**AGENDA:**

Houck requested to add EM, Jeff Jensen and Heather Beck from City of Mobridge to the Agenda. Schilling moved and Mohr seconded to approve the agenda with the addition. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**MINUTES APPROVED:**

Mohr noted a typo in the minutes where Holgard moved to approve the Claims, the Commissioner who seconded was Mohr. Mohr moved and Holgard seconded to approve the claims with the said correction. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**CLAIMS APPROVED:**

Holgard moved and Holgard seconded to approve the claims as presented. Rollcall vote; Holgard: Aye; Mohr: Aye; Jungwirth: Aye; Schilling: Aye and Houck: Aye. The motion was adopted.

**COMMISSIONERS:** Mobridge Tribune – Legals, $506.04; Selby Record – Legals,

**COURTS:** LexisNexis – Subscription/Oct 2021, $614.00

**AUDITOR:** Cardmember – Postage Rental, $7.14; Stamps.Com Postage, $15.49; Window Envelopes, $149.75; Supplies, $943.44; McLeods – W-2 Forms, $33.23; Mobridge Tribune – State Wide Ads for Auditor & Deputy Auditor, $1,150.00

**TREASURERS:** Cardmember – Postage Rental, $7.14; Stamps.com postage, $49.34; Tax Bills, $2,400.00; Mobridge Tribune – Delinquent tax List, $282.79; Selby Record – Delinquent Properties List, $419.90

**STATES ATTORNEY:** Cardmember – Postage Rental, $7.14; Stamps.com postage, $300.74; Postage, $50.40; Chance Frederick – Subpoena and mileage, $93.92; Mobridge Regional Hospital – labs CWG Jr, $72.00; Labs B.G., 72.00; Renee Bear Stops – Hearing and mileage, $424.34; SD Public Health Lab – Dec 2021 charges, $205.00

**COURT APPT ATTNY:** Cogley Law Office – K Wells, $458.60; Chris Haar – F Cheauma, $567.70; Mark Kroontje, S Wessel, $350.05; W Downwind, $4,716.00

**COURTHOUSE:** Cole Papers – Service Fee, $7.00; Heartland Waste Mngmt – Garbage Service, $120.00; Selby Auto Sales – Chain Link, $3.50; WEB Water – Water Rental, $18.75

**DOE:** Cardmember – Postage Rental, $7.14; Stamps.Com Postage, $13.06

**ROD:** Cardmember – Postage Rental, $7.14; Stamps.Com Postage, $32.77; Halfile Systems Corp – Quarterly Maintenance, $3321.20

**VET SERVICE OFFICER:** WRT – Phone Service, $78.33

**SHERIFF:** Axon – Taser 7 Bundle, $2,880.00; Cardmember – Bus Ticket, $10.00; Amazon, $36.70; Postage Rental, $7.14; Postage, $17.48; Runnings; $37.22; Gas, $324.71; Stamps.com Postage, $24.10; hotel rooms, $145.00; SD Sheriffs Assoc – 2022 Dues, $663.14; Selby Oil – 2017 Explorer Oil change, $125.96

**JAIL:** Cardmember – Inmate meals, $52.88; City of Winner – 10 Days Boarding, $700.00; Abigail Faul, DDS – jail dental, $222.45; Faulk County Sheriff – 29 Days boarding, $2,610.00; Huron Regional THC – Jail Medical, $85.79; Lewis Family Drug – RX Supplies, $17.19; Mobridge Regional Hospital – Jail Medical, $1,062.34; Pennington County Jail – 2 Days Boarding, $170.00; Senior Nutrition Center – 12 Meals, $90.00; Shane’s Pharmacy – RX Supplies, $26.09; Winner Pharmacy – RX Supplies, $103.67; Winner Regional Hospital – Medical Services, $84.98; Jail Medical, $120.68

**SUPPORT OF POOR:** Mobridge Regional Hospital – QMHP Fees, $454.11; Medical Mental Health, $104.65

**ECONOMIC ASSISTANCE:** NESDCAP – Grow SD 2022 Allotment, $3,500.00

**MENTAL ILLNESS BOARD:** Dean Scheaffer Court Reporting – Transcripts, $60.00; Yankton County Treasurer – Prof Services, $125.00

**EXTENSION:** Mobridge Tribune – Statewide Ad, $605.00

**WEED CONTROL:** Dave Ritter, Meeting fees and Mileage, $110.72

**RD & BR:** Auto Value Aberdeen – Exhaust, $73.10; Cam Wal – Plugs, $4.19; Electricity Service @Hoven, $56.82; Heartland Waster – Garbage Service, $60.00; Hoven Coop Service – Diesel, $1,344.10; Gas, $168.10; Heating Propane @ Hoven $502.17; John Deere Financial – Parts, $27.47; Locken Oil – Bulk Diesel 6500 Gal, $19,435.00; Heating Fuel @ Mobridge, $881.45; Heating Fuel @ Selby, $4,005.00; Mobridge Tribune Job Ad, $504.00; MDU – electricity @ java, $45.37; Newman Traffic Signs – Signing materials, $217.47; SD State Treasurer – Excise Tax July – Dec 2021, $63.96; Selby Auto Sales – Supplies, $108.25; Selby record – Job Ad, $264.00; Servall Uniform – Rag/Rugs Rentals, $51.88; Share Corp – Supplies,$421.87; WRT – Phone Service @ Mobridge, $37.64

**EMERGENCY & DISASTER:** Cardmember – Supplies, $243.06; Gas N Goodies – Gas, $91.52

**SOLID WASTE:** Butler Machinery – labor on repairs, $302.90; Repairs/Parts, $891.68; Cam Wal – Electricity Service, $437.74; Cardmember – Postage Rental, $7.15; Stamps.com Postage, $14.50; Radio Adaptor, $12.94; Central Diesel Sales, $Air Governor, $31.59; Pressure Valve, $233.15; Vale/Relay, $99.13; Wire Hose, $397.09; Slater Oil – Heating Propane, $540.60; Valley Telecomm – Phone/Internet Service, $123.64; WEB Water – Water Service, $46.79

**SALE/EXCISE TAX FUND:** Cardmember – Sales tax, $106.56

**PUBLIC FORUM:** No one.

**APPOINTMENTS:**

Discussed appointing Deb Kahl as Deputy Auditor. Cagnones informed the Commissioners that she has been cross training Kahl in payroll, taxes and other Auditor’s Day to day job functions. Cagnones expressed the importance to have someone running the Auditor’s office while waiting for applicants. Holgard asked Kahl how the Accessors department will function while she is in the Auditor’s office. Kahl said that she would step down as Director of Equalization once she is appointed Deputy Auditor. Holgard asked at what wage will Kahl be paid, Cagnones said at her current wage of $21.02 as she brings a lot of knowledge and experience. Cagnones reminded the Commissioners that the budget for 2022 will be able to sustain these wages due to the fact that there are two deputy positions budgeted for with full benefits which will be vacated soon. Bostelmann left in November, Keller will be gone at the end of January. Mohr moved and Schilling seconded to appoint Deb Khal as Deputy Auditor. Rollcall vote; Holgard: Aye; Mohr: Aye; Jungwirth: Aye; Schilling: Aye and Houck: Aye. The motion was adopted.

Discussed appointing Brenda DeToy as Deputy Auditor. Cagnones informed the Commissioners that Deputy Auditor, Keller has been cross training DeToy in how to do the claims. Cagnones mentioned that DeToy was once a Deputy Auditor and is familiar with the day-to-day functions of the Auditor’s office. Cagnones also mentioned that both Kahl and DeToy have knowledge and currently use the same software used in the Auditor’s office.

Mohr moved and Holgard seconded to appoint Brenda DeToy as Deputy Auditor. Rollcall vote; Holgard: Aye; Mohr: Aye; Jungwirth: Aye; Schilling: Aye and Houck: Aye. The motion was adopted.

Discussed appointing Greg Pudwill as Director of Equalization. Kahl informed the Commissioners that Pudwill has been Certified for six years and has been doing the same job functions as the herself. There was discussion from Commissioner Schilling about the change in wage from $15.95 to $21.02. That it took Kahl many years to get to this wage and the fairness of him making the same wage. Houck said that if we were to advertise and hire a Certified Director of Equalization with the same tenure and experience as Pudwill, it would take more than a $21.02 wage to hire such person. Jungwirth suggested Pudwill do a 90-day probationary period before changing his wage. Kahl said that he has been in the Accessors department for six years, that should be taking into consideration for a probationary period. Kahl reminded the Commissioners that the Accessors department is down a deputy with benefits and the budget can accommodate. Mohr moved and Jungwirth seconded to appoint Greg Pudwill as Director of Equalization at the hourly wage of $21.02. Rollcall vote; Holgard: Nay; Mohr: Aye; Jungwirth: Aye; Schilling: Nay and Houck: Aye. The motion was adopted.

Discussed appointing Deb Kahl as Deputy Register of Deeds. Kahl informed the Commissioners that the Register of Deeds, Thomason has been cross training her in the day-to-day functions. Kahl needs to be Deputize to have the authorization to sign certificates and perform other functions. Kahl has been helping the Register of Deeds department since Thomason’s deputy, Bonen left in November. Kahl said that the Commissioners have been wanting to have someone splitting their time between the D.O.E, the R.O.D. and the Auditor’s departments and she is willing to be that person. Jungwirth moved and Schilling seconded to appoint Deb Kahl as Deputy Register of Deeds. Rollcall vote; Holgard: Aye; Mohr: Aye; Jungwirth: Aye; Schilling: Aye and Houck: Aye. The motion was adopted.

**AUDITOR:**

Deputy Auditor Marcie Keller turned in her resignation effective January 28, 2022 and Cagnones formally accepted.

Keller briefly had the forum and expressed her concerns for the future of Walworth County. The failure of the Opt Out for a new jail was mentioned as well as a few points into the financial despair and probability of the county going into bankruptcy and the disappointment of Rick Cain stepping down as Commissioner; “Rick Cain was the best Commissioner this County has ever had. He really cared and tried his best to help the County from going into bankruptcy”.

Mohr moved and Jungwirth seconded to remove previous Deputy Auditor, Jessica Bostelmann from the County’s banking accessibilities immediately. Voting: Aye, 5; Nay, 0. The Motion was adopted.

Holgard moved and Schilling seconded to remove Deputy Auditor, Marcie Keller from the County’s banking accessibilities effective January 28, 2022. Voting: Aye, 5; Nay, 0. The Motion was adopted.

Holgard moved and Mohr seconded to approve Deb Kahls’ wage at $21.02 hourly as Deputy Auditor, Deputy Register of Deeds and deputy Director of Equalization. Voting: Aye, 5; Nay, 0. The Motion was adopted.

Holgard moved and Schilling seconded to approve Brenda DeToy’s wage at $17.71 hourly as Deputy Auditor.

Voting: Aye, 5; Nay, 0. The Motion was adopted.

There was discussion on the rental contract renewal with Marco Inc. Cagnones said that the current copier used by all the departments, is six years old. Marco Inc will be replacing the copier at no additional cost to the County.

Jungwirth moved and Schilling seconded to renew the rental contract with Marco Inc. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**EMERGENCY MANAGER:**

City of Mobridge Finance Officer, Heather Beck presented to the Commissioners the city’s plan to apply for FEMA Building Resilient Infrastructure and Communities (BRIC) Program to address the water system intake. Beck is asking for the Walworth County Commission support to apply for the grant and have Beck, as the finance officer of the City of Mobridge, administer the project. Walworth County will be the applicant and the city of Mobridge the sub-applicant. Holgard moved and Mohr seconded to apply for BRIC. Rollcall vote; Holgard: Aye; Mohr: Aye; Jungwirth: Aye; Schilling: Aye and Houck: Aye. The motion was adopted.

**ORDINANCE:**

First Hearing of Ordinance 2022-01. An Ordinance to change the Boundaries of County Commissioner Districts in accordance with the provisions of SDCL, Chapter 7-8, and any amendments thereof. Houck said that there is no read to read the Ordinance out loud since it is available to the public on the County’s website. Mohr moved and Schilling seconded to approve the First hearing of Ordinance 2022-01. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**VETERANS OFFICER:**

Veteran’s Officer Stephen Volk turned in his written resignation effective the first week of February 2022. Holgard moved and Schilling seconded to accept Volk’s resignation. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**BOARD OF APPPOINTMENTS:**

Walworth County Board of Appointments 2022 as discussed. Houck said the only change would be to replace Rick Cain with Justin Jungwirth with the exception of Highway Board. Appoint Scott Schilling to the Highway Board.

**HIGHWAY:**

Monthly report handouts were presented.

**TREASURER:**

Monthly report was presented. Mohr moved and Holgard seconded to accept the report as presented. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**SHERIFF:**

Monthly report was presented. Year end detention report was presented.

**LANDFILL:**

There was discussion on adjusting the rubble pricing from $25.00 to $30.00. Mohr made a motion to make the change. Morgan suggested to have the effective date, retroactive to January 1, 2022. There was some discussion on advertising the pricing changes in the newspapers. Morgan also said that there will need to be some credits applied to those who paid $41 with roll-offs. Mohr changed his motion to add approval of advertisement and applying credits, Schilling seconded. Voting: Aye, 5; Nay, 0. The Motion was adopted.

**OLD BUSINESS:**

Mohr asked to amend a typo in the minutes from December 30, 2021 under Claims; Solid Waste Door Installation, $1,560.19, not $1,5600.19. Mohr moved and Schilling seconded to approve the minutes from Dec 30, 2022. Voting: Aye, 5; Nay, 0. The Motion was adopted.

Sheriff Boll added that there is a Transport Guards training being held on the first floor of the Courthouse today and suggested that the Commissioners introduce themselves to the transporters Thank them for the great job they are doing.

**NEW BUSINESS:**

Holgard announced that the 911 meeting is scheduled for Thursday, January 20, 2022 in Mobridge.

Holgard asked the board if they would want him to contact the American Legion about the Veteran’s Officer position. Bob Thomason, who was in the audience, said that this should be a Veteran’s Office Community decision and the American Legion board would need to conduct the interviews.

Houck briefly spoke of the importance of having another opt out for a jail.

**ADJOURNMENT:**

Holgard moved and Mohr seconded that the Board of County Commissioners adjourn until the hour of 9:00 am February 1, 2022. Voting Aye: 5; Nay: 0. Motion was adopted.

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**JIM HOUCK, CHAIRPERSON**

**ATTEST:**

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**EVA CAGNONES AUDITOR**

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