**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in scheduled session on December 9th, 2021 at 9:00 a.m. at the County Courthouse. Members present were: Jim Houck, Duane Mohr, Kevin Holgard & Scott Schilling. Also present was Deputy Auditor, Marcie Keller.

The Pledge of Allegiance was recited by those in attendance.

**WALWORTH COUNTY PLANNING AND ZONING BOARD:**

Auditor, Eva Cagnones stated that the wrong plat was listed on the agenda. Instead of the Plat showing Lot 1, Laine Addition in SE4 Str 21-124-77, it should have been Lot 1 Duenwald Addition NW4 12-121-74, 14328 322nd Ave, Hoven, SD. Mohr moved and Schilling to approve the plat. Voting Aye: 4; Nay: 0. The motion was adopted.

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

Chairperson Houck called the County Commission meeting to order. Schilling moved and Holgard seconded to approve the Duenwald Plat. Voting Aye: 4; Nay: 0. Motion was adopted.

**AGENDA:**

Mohr moved and Schilling seconded to approve the agenda with the correction to #18, under jail, changing Winner County to Winner City in regards to jail contracts. Voting: Aye: 4; Nay: 0.

**MINUTES:**

Mohr moved and Schilling seconded to approve the November 16th minutes. Holgard questioned the payroll that was listed in the minutes and asked if everyone’s payroll and health insurance had been gone over at the last meeting. Cagnones told him that payroll and benefits were always listed in the minutes. Schilling wanted to clarify that he voted Nay on a Landfill topic. Cagnones apologized and said it would be corrected. Voting: Aye 4; Nay 0. Motion was adopted.

**CLAIMS APPROVED:**

Holgard moved and Mohr seconded to approve the claims as presented. Holgard had a question, but will talk to Josh after the meeting. Voting roll call: Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes; Motion was adopted.

GENERAL FUND: Brenda DeToy – Aflac Refund, $11.22

COMMISSIONERS: Bankwest – Wire Fee, $50.00; McLeods Printing & Office – Supplies, $29.98; Mobridge Tribune – Publications, $535.75; SDACO – Website Hosting, $150.00; Wellmark – Cobra Insurance Premium, $5518.61

ELECTIONS: Akaska Development Corp – Polling Place Rent, $25.00; City of Hoven – Polling Place Rent, $25.00; Glenham Fire Dept – Polling Place Rent, $25.00; Java Community Booster Club – Polling Place Rent, $25.00

COURTS: LexisNexis – Library Subscription, $75.00; West Payment Center – Bound Books, $22.86

AUDITOR: Connecting Point – Offsite Backup, $75.00; Midcontinent Communications – Internet Service, $22.57; WBCBS – Insurance Fees, $211.00

TREASURERS: Midcontinent Communications – Internet Service, $22.57

STATES ATTORNEY: Kristi A Brandt – Transcripts, $54.40; Midcontinent

Communications – Internet Service, $22.57; Mobridge Regional Hospital – Services, $360.00; SD Public Health Laboratory, $450.00

COURT APPT ATTY: Cogley Law Office – Services & Fees, $1042.70; Dakota Plains Legal Service – Services & Fees, $5253.50; Mark K Kroontje – Services & Fees, $221.68

ABUSED CHILD DEFENSE: Kristi A Brandt – Transcripts, $8.80; Dakota Plains Legal Service – Services, $552.75

COURTHOUSE: City of Selby – Utilities, $78.32; Cole Papers – Supplies, $354.11; Kens Western Lumber – Supplies, $149.45; MDU – Utilities, $1036.44; Pfitzer Pest Control – Services, $77.18; Quill Corporation – Supplies, $49.99; Selby Record, 1 yr. subscription, $35.00; Servall Uniform & Linen, Rentals, $2.59; Web Water Bottling Co – Water Rental, $71.75

DOE: Environmental Sys Research Ins. – Software Renewal, $418.00; Midcontinent Communications – Internet Service, $22.57

REGISTER OF DEEDS: Midcontinent Communications – Internet Services, $22.57; Quill Corporation – Office Supplies, $1553.75; Venture Communications, Telephone Service, $52.32

VET SERVICE OFFICER: Tyler Technologies – Software Renewal, $449.00; WRT – Telephone Service, $44.46

SHERIFF: AT&T Mobility – Mobile Phone/Tablet Service, $296.74; Beadle Ford Inc – Charger Oil Change, $47.50; Brianna Jorgenson – Meal Reimbursement, $130.47; Cardmember Service – Gas/Car Washes, $1457.06; City of Selby – Water @ Jail, $59.89; CNA Surety – SD Notary Policies Premium, $32.50; Connecting Point – Storage, $208.00; Cynthia Bauer – Meal Reimbursement, $14.62; Dakota Glass & Alignment – Vehicle Maintenance, $476.12; Dax Johnson – Supplies Reimbursement, $53.24; DSI – Ink Cartridges, $1803.00; Glen Bissett – Gas Reimbursement, $46.46; Hase Plumbing Heating & Air – Repairs/Jail, $724.17; Idemia identity & Security – Avis Maintenance/Support, $7082.00; Justin Bentz – Meal Reimbursement, $82.54; Kala Troyer – Meal Reimbursement, $138.53; Midcontinent Communications – Internet Service, $22.57; Mitchel Meyers – Meal Reimbursement, $6.28; Mobridge Regional Hospital – Services, $294.00; Mobridge Tribune – Publications, $32.80; MDU – Utilities, $420.52;

N & W Auto – Windshield Repair, $45.00; Chelsea Prasek – Meal Reimbursement, $28.82; Rochelle Forget – Meal Reimbursement, $151.12; Ronny Troyer – Meal Reimbursement, $36.14; Selby Oil Co – Vehicle Maintenance, $274.00; Slater Oil & LP Gas – Bulk Gas, $994.74; The Radar Shop – Services/Supplies, $382.50; Western Communications – Radio Maintenance, $22.40; Western Rancher – Sew Patches, $5.00; Wreck-A-Mended – Vehicle Repair, $4708.33

JAIL: Avera St. Mary’s Hospital – Inmate Medical, $815.70; Beadle County – Adult Boarding, $13,280.00/JUV Boarding, $1800.00; Cardmember Service – Transports/Inmate Meals, $76.21; City of Selby – Water & Holding Trailer, $63.99; Edmunds County – Boarding, $1012.50; Fault County Sheriff - $1080.00; Faulkton Drug – RX Supplies, $39.70; Lewis Drug – RX Supplies, $89.26; Mobridge Regional Hospital – Inmate Medical, $810.86; Pfitzer Pest Control – Services, $70.91; Roberts County – Boarding, $15,600.00; SD Dept of Labor – Unemployment Fees, $516.26; Senior Nutrition Site, Inmate Meals, $517.50; Winner Regional Hospital – Jail Medical, $148.90

MENTALLY ILL: Lincoln County Treasurer – Services, $55.00

MENTAL ILLNESS BOARD: Lincoln County Treasurer – Services, $375.21

EXTENSION: Midcontinent Communications – Internet Service, $22.58

WEED CONTROL: SD Assn of Weed & Pest – Annual Board Dues, $50.00

RD & BR: Agtegra Coop – Diesel, $788.29; Butler Machinery – Supplies, $28,856.61; Cam Wal Electric – Electricity @ Hoven Shop, $49.15; City of Java – Water @ Java Shop, $18.00; City of Mobridge – Water @ Mobridge Shop, $49.24; City of Selby – Water @ Selby Shop, $67.78; D-Ware, Inc. – 2022 Software Lease Fees, $4350.00; Dakota Fluid Power – Supplies, $234.32; Dakota Oil – Oil, $3586.00; Floyd’s Truck Center – Parts, $102.34; Great Western Tire – Tires, $293.90; Heartland Waste Management – Garbage Service, $60.00; John Deer Financial – Parts/Supplies, $170.28; Ken’s Western Lumber – Shop Supplies, $36.98; Matheson Tri-Gas – Tank Rental, $43.66; Mobridge Tribune – Job Advertising, $208.00; MDU – Electricity, $205.93; Newman Traffic Signs – Address Signs, $230.13; Runnings Supply, Supplies, $19.98; Wayne Sandmeier – Meal Reimbursement, $12.77; SDACHS – Dues, $350.00; Selby Auto Sales – Parts/Supplies, $497.95; Selby Oil Co – Tire Repair, $15.00; Servall Uniform & Linen – Rentals, $55.76; Shorty’s One Stop – Gas, $715.04; Trail King Industries, Parts, $2084.48; Uptown Market – Shop Supplies, $34.82; Venture Communications – Phone/Internet, $276.36; WRT – Telephone Service, $38.01; Western Communications – Radio Maintenance, $135.90

E911 SERVICE FUND: City of Mobridge – 911 Surcharge, $4639.66

EMERGENCY & DISASTER: AT&T Mobility – Cell/Mifi Service, $87.64; Dakota Glass & Alignment – Windshield Replacement, $332.90; Gas-N-Goodies, Gas, $126.35; Jeff Jensen – Hotel/Meal Reimbursement, $126.35

REGISTER OF DEEDS: Quill Corporation – Office Supplies, $433.13

SOLID WASTE: Agtegra Corporation – Bulk Diesel, $1450.01; Butler Machinery – Supplies, $171.92; CamWal Electric – Labor/Utilities, $1354.58; Geotek Engineering – Annual Sampling, $5934.00; GTC Auto Parts, Battery, $47.99; Jensen Rock & Sand – Scale Usage, $392.00; Matheson Tri-Gas – Oxygen, $25.59; Mobridge Pit Stop – Fuel, $164.86; Mobridge Regional Hospital – Services, $86.73; Runnings Supply – Heater, $430.48; SD Dept of Environment – Nov/Oct Solid Waste Surcharge, $2182.13; Servall Uniform & Linen – Rentals, $136.73; TranSource Truck & Equipment – Parts, $203.68; Valley Telcommunications – Telephone Service, $125.56; Verizon – Service, $96.74; Web Water Development – Water Service, $62.41; Web Water Bottling – Water Rental, $33.50; Webster Scale – Balance due/Scale, $50,769.00; Western Communications – Radio Maintenance, $9.30

CASH BOND FUND: Perry Hoffman – Utility Refund, $250.00

PARTIAL PAYMENTS FUND: Walworth County Treasurer – Records #5091/#5566, $230.00

SDACO: M &P Remittance, $192.00

PREPAID MEDICAL INSURANCE: WBCBS – Health Insurance Premium, $37,501.65

**PUBLIC FORUM:**

Mobridge resident, Denise Centeno, spoke in regards to the welfare of the county, Covid funds and thinking today for the future really does work.

**TREASURER:**

Treasurer, Cindy Geier, presented a request for Elizabeth Gabbert to be placed on the Treasurer’s trust for her deceased aunt and uncle in the amount of $2302.99. For record #4015, she could pay the balance by the end of January, 2022 so it’s not necessary for this record to be on the Treasurer’s Trust. For record #4017, Elizabeth will pay $50 per month until the balance is paid. Mohr moved and Holgard seconded to put record #4017 put on the Treasurer’s Trust. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

**NECOG:**

Schilling moved and Holgard seconded to sign the 2022 agreement with NECOG, Northeast Council of Government. Voting, Roll Call: Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

**RICK CAIN:**

Holgard moved and Mohr seconded to accept the resignation of District 5 commissioner, Rick Cain. Voting, Roll Call: Holgard, yes; Mohr, yes, Schilling, yes; Houck, no. Motion was adopted.

**HIGHWAY:**

Byre stated that he wanted to list tires to be destroyed at the Landfill. Holgard moved and Schilling seconded to take action. Voting: Aye, 4; Nay, 0. Motion was adopted. Byre presented the second installment of secondary road fund expenses for 2021, a value of $225,708.37. Discussion continued to supplement the road and bridge budget with funds received from the SD Game, Fish and Parks project, in the amount of $183,565.85. The amount to be allocated to the secondary road fund is $22,085.13, which was used on the Indian Creek Road Project and $161,480.72 to reimburse the 201 Highway Cash account which was used on the Swan Creek Road project. Holgard moved and Schilling seconded to move forward with the Highway transfers to reimburse restricted funds and the 201-highway cash account. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. The motion was adopted.

Byre presented a utility easement for WRT to cross 137th street with cable. WRT has paid the $500 easement fee. Schilling moved and Mohr seconded to approve easement. Voting: Aye, 4; Nay, 0. Motion was adopted.

Byre asked that the next agenda item be removed from the agenda in regards to Venture Communications to re-locate their lines. The topic was removed from discussion until a later date.

A county individual north of the Prairie Pillow requested that the county come in and clean out the drainage on private property to alleviate some of the flooding on a county roadway. Schilling moved and Holgard seconded to clean the drain to prevent further road flooding. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

**LANDFILL:**

Mohr moved and Schilling seconded to surplus 2 recycling trailers and 30 waste tubs for auction with Ulmer Auction. Gary and Schilling will assess the value of such items. Voting: Aye, 4; Nay, 0.

Mohr mentioned that Webster scale will be balancing the new scale today at the Landfill which will allow full function of the scale.

**SHERIFF**:

Sheriff Boll presented 2 boarding contracts for the jail from Hughes County and the city of Winner. A couple more contracts will be arriving after the first of the year. Winner City contract went up $1.00, making it $81 per inmate per day and the Hughes County contract went up to $95.00 a day per inmate. Schilling moved to sign the Hughes County boarding contract and Holgard seconded. Voting: Aye, 4; Nay, 0. Motion was adopted.

Mohr moved and Holgard seconded to approve the Winner City boarding contract. Voting: Aye; 4: Nay, 0. Motion was adopted.

Next, Boll asked for a .50 cent raise for Cynthia Bauer who completed her 90-day probationary period. Mohr moved and Holgard seconded to approve the raise. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

Boll also reported that recently, during a transport, the transport vehicle being used had struck a deer enroute. The estimate for damage to the 2013 Chevy Tahoe was $4708.33; insurance had already processed the claim and a check should be received by Friday, Dec. 10th. There were no injuries and the mishap happened by Gordan, SD.

Mohr moved and Schilling seconded to approve the insurance claim for the 2013 Tahoe. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

A maintenance contract was submitted by Boll for the AFIS or fingerprint machine. Schilling asked if anybody is ever charged for prints. Boll explained that any civil prints, nurses, teachers, prints for concealed carry permits are charged $10.00. Schilling moved to approve the maintenance contract and Mohr seconded it. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. The motion was adopted.

**DOE:**

Kahl is requesting an abatement for record #8908 which is a partial legal description that was entered into the rest of the quarter that the party owned and the separate parcel for the smaller acreage did not get taken off the records. The amount of $552.30, 2020 pay 2021, is the amount asked on the abatement and to also have it removed from the taxpayer’s 2021 pay 2022 taxes. The new tax bills have not been generated yet, but an abatement for both pay years will give the approval to remove that tax bill before it gets sent out. Mohr moved and Schilling seconded to abate the 2020 pay 2021 amount only of $552.30 for record #8908. Voting: Roll Call; Holgard, yes; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

Kahl also requested to surplus and dispose of the Vtech phone system in the DOE office that no longer works. Mohr moved and Schilling seconded to surplus the phone system. Voting: Aye, 4; Nay, 0. Motion was adopted.

**EXTENSION:**

Holgard requested that someone be hired for the Extension position. In prior years, this position, along with the 4-H youth advisor has been split with Campbell County, who no longer wants to continue this practice. Since this position isn’t considered full time, Schilling questioned the board if they would consider hiring someone that could then be a floater in other departments to make this a fulltime position. Houck mentioned that he knew of 2 ladies that would consider being a part time 4-H youth advisor secretary. SDSU gave the approval of having someone at the county do the pesticide testing. SDSU also offered to hire a part time youth 4-H advisor. The cost to the county would be half of that wage, which is $10,568.00. Upon discussion with States Attorney, Jamie Hare, staff from his office will proctor pesticide testing going forward.

Brenda DeToy explained the process that SDSU would take to hire a part time 4-H youth advisor being responsible for advertising, hiring and paying half the wage of a 20 hour per week employee. This would eliminate the interviewing and hiring process for the county and Walworth County would be able to maintain a 4-H youth advisor. Mohr questioned DeToy if it would be possible for the county to hire the future 4-H advisor for 20 hours per week, making it a full-time position. Albeit a possibility, the position created would still be part-time and no benefits could be offered. One of the specifications of the 4-H advisory position is to have a 4-yr non-specific bachelor’s degree. Holgard would like to see the 4-H leaders have a say in who would be hired as 4-H advisor. Doing the hiring at county level could prove to be quicker since going through SDSU could take up to 8 months. Houck prefers to have SDSU to do the hiring. Holgard moved and Schilling seconded to advertise state wide for a period of 2 weeks for approximately 20 hrs. per week for a youth 4-H advisor. Voting: Aye, 4; Nay, 0. Motion was adopted.

**EXECUTIVE SESSION:**

Mohr moved and Schilling seconded to go into executive session regarding a personnel matter at 10:29 a.m.

Voting: Aye 4; Nay 0. Motion was adopted.

Executive session adjourned at 11:05 a.m.

**AUDITOR:**

Cagnones requested to have December 23rd off as an admin day, with the courthouse being closed. Other counties are taking the 23rd or the following Monday after Christmas off.

Schilling moved and Mohr seconded to allow employees to have December 23rd off. Voting: Roll Call; Holgard, no; Mohr, yes; Schilling, yes; Houck, yes. Motion was adopted.

**OLD BUSINESS:**

Holgard started discussion regarding the Jail, stating that Brian Ring from USDA said they would help do all the paperwork to write a grant. Holgard also mentioned the possibility of NECOG’s help. Holgard questioned the board if they wanted to move forward with jail plans, continue transporting or continue to visit with the crew from Colorado? Schilling pointed out that he believes a jail is needed, but it should remain small because he feels that is what the taxpayers prefer. Houck spoke up and mentioned that the taxpayers need to realize we need a jail that fits our needs and we cannot to afford to run a jail and transport at the same time. Holgard ended the conversation stating that Brian Ring suggested to contact NECOG to let them help the county locate hopeful funding.

**NEW BUSINESS:**

Mohr asked if the board wanted to take applications for a District 5 Commissioner. Schilling thought so and Houck made mention of advertising for it.

**ADJOURNMENT:**

Schilling moved and Holgard seconded that the Board of County Commissioners adjourn until the hour of 9:00 am December 21st, 2021. Voting Aye: 4; Nay: 0. Motion was adopted.

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**JIM HOUCK, CHAIRPERSON**

**ATTEST:**

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**MARCIE KELLER, DEPUTY AUDITOR**

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