**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in regular session on May 24,2022, at 9:00 a.m. at the County Courthouse. Members present were: Jim Houck, Duane Mohr, Kevin Holgard, Scott Schilling and Justin Jungwirth. Also present were Denise Centeno & Auditor Debbie Kahl.

The Pledge of Allegiance was recited by those in attendance.

Chairman Houck called the County Commission meeting to order.

**APPROVAL OF AGENDA:**

Chairman Houck entertained a motion to approve the agenda. Emergency Manager Jeff Jensen requested to add presenting the results of the smoke alarm program that had been held and a quick discussion about a fire on Sunday, May 22, 2022. Commissioner Mohr so moved. Commissioner Jungwirth seconded. All in favor: Aye-5; Nay – 0.

Motion carried.

**CLAIMS:**

Chairman Houck requested a motion to approve the claims as presented. Commissioner Holgard so moved. Commissioner Schilling seconded. Roll Call Vote: Holgard – yes; Mohr – yes; Schilling – yes; Jungwirth – yes; Houck – yes. Motion carried.

AVERA OCCPATIONAL MEDICINE: TPA services - $174.00; JUSTIN BENTZ: meals - $37.30; KRISTI BRANDT: transcripts - $21.60; CAM-WAL ELECTRIC: truck work, electricity - $272.38; COGLEY LAW OFFICE PROF LLC: court appointed atty fees - $1119.50; COLEMAN LAW: court appointed atty fees - $1296.75; CONNECTING POINT - desktop, monitor, HDMI, MS Office - $1402.00; DAKOTA GLASS & ALIGNMENT: Tahoe, Explorer - $308.41; TORY GABE: mileage & subpoena - $30.92; HENRIETTA M GIRTON – mileage & subpoena $30.92; HUGHES COUNTY FINANCE OFFICE – prisoner boarding - $1995.00; DARRELL GRIESE: - meals - $25.91; HEARTLAND WASTE MANAGEMENT: garbage service - $180.00; HIGH POINTS NETWORKS : repair Zuercher access - $380.00; HOVEN COOP SERVICE COMPANY: gas, diesel - $1788.6; JOHN DEERE FINANCIAL: parts - $57.46; MARK KROONTJE – court appointed atty fees - $2435.65; LEWIS & CLARK BEHAVIORAL – HEARING - $552.00; MARCO INC: rental, copies - $169.97; MCLEOD’S PRINTING & OFFICE: plastic sleeves - $526.85; MDU: gas, electricity - $947.51; CITY OF MOBRIDGE: 911 surcharge payment - $4858.71; MOBRIDGE HARDWARE: electrical splitter - $7.59; MOBRIDGE PIT STOP: diesel - $115.71; MOBRIDGE TRIBUNE: job ads - $1013.60; NORTHERN PLAINS MACHINE – pins - $35.82; PENNINGTON COUNTY JAIL: transport - $322.48; QUILL CORPORATION: office supplies - $164.90; JOSEPH SCANNIELLO: meals - $11.16; SDACO: registrations - $425.00; CITY OF SELBY: water & sewer services - $554.21; SELBY AUTO SALES & SERVICE: Tahoe , shop supplies, parts filters - $115.04; SELBY OIL COMPANY: Tahoe, Durango, Explorer, tire repair - $246.00; SELBY RECORD: notices - $52.61; SENIOR NUTRITION CENTER: $127.50; SERVALL UNIFORM & LINEN – rags, rugs, mops - $142.18; TASC – participant fee - $117.90; THE OPEN CANVAS: caps - $231.90; KALA TROYER: - meals - $63.43; RONNY TROYER: meals - $15.95; KELLY ANN TWO LANCE: mileage & subpoena - $30.92; UNIFORM CENTER: kinetic paint, ID panel - $126.18; VENTURE COMMUNICATIONS COOP: fax & phone service - $776.54; VON WALD LAW OFFICES LLC: $126.25; WEB WATER: water, utility easement refund - $3058.23; WESTERN COMMUNICATIONS: radio maintenance - $167.68; CITY OF WINNER – prisoner boarding - $3124.00; WINNER FAMILY DRUG – prescriptions - $5.00; WINNER PHARMACY – prescriptions - $22.26;

States Attorney Jamie Hare joined the meeting.

**ELI HAMRE**

Walworth County 4-H State Ambassador Eli Hamre to speak to the Commission about the 4-H Teen Leadership Conference. The Ambassador Team has to raise money to sponsor the Leadership Conference every year. The Conference is held at SDSU. Eli requested a donation from the county for this sponsorship. Commissioner Holgard moved to donate $500 to Walworth County 4-H State Ambassador Eli Hamre for the Leadership Conference. Commissioner Schilling seconded. Roll Call Vote: Holgard – yes, Mohr – yes, Schilling – yes, Jungwirth – yes, Houck – yes. Motion carried.

**EMERGENCY MANAGEMENT**

EM Jensen called the state to discuss the Wildland Fire Designee. He discovered that the appointments have to be in resolution form, rather than motion form and that normally there is more than one person designated. He informed the Commission that he had kept Commissioner Holgard on as a designee and had added Commissioner Jungwirth, the Sheriff, the Chief Deputy, Curt Rawstern and himself. He has presented it in Resolution form. EM Jensen read the resolution. It can be seen in the Auditor’s Office at the Courthouse in Selby. Commissioner Schilling moved to adopt the resolution. Commissioner Mohr seconded. All in favor: Aye – 5; Nay – 0. Motion carried.

EM Jensen gave a report on the Sound The Alarm program. He reports that over 100 fire alarms were installed the previous weekend. He also reports that there are a significant number of alarms left and that all residents can still have these installed by their local fire departments. All you have to do is call your local fire department and request it, or you can call EM Jensen at 605-926-9020 and he will contact the fire department for you. This program was in conjunction with the Red Cross.

EM Jensen was called to a fire a little before 7 am on Sunday. It is suspected that the fire started on Sunday morning was started by a cigarette. This fire was just a little north of the airport in Mobridge. He would like to caution everyone to be very careful in these terribly dry conditions.

**TREASURER**

Treasurer Geier requested travel approval for Ruth Van Orman to attend a Treasurer Deputy Workshop on June 27 in Pierre. This is a one day meeting and will not require an overnight stay. Commissioner Holgard moved to approve the travel request. Commissioner Jungwirth seconded. Roll Call Vote: Holgard – yes, Mohr-yes, Schilling – yes, Jungwirth – yes, Houck-yes. Motion carried.

**REGISTER OF DEEDS**

Register of Deeds Thomason introduced Dylan Zabel as a new deputy hired as part time Deputy Register of Deeds and part time Deputy Director of Equalization.

Register of Deeds Thomason requested that Brenda DeToy be added to the Register of Deeds bank account. Commissioner Mohr moved to add Brenda DeToy to the Register of Deeds bank Account, Commissioner Schilling seconded. All in favor: Aye – 5; Nay – 0. Motion carried.

Register of Deeds Thomason requested travel approval for Dylan Zabel and Brenda DeToy to attend the Deputy Workshop on June 22. It will not require an overnight stay. Commissioner Schilling moved to approve the travel. Commissioner Jungwirth seconded. Roll Call Vote: Holgard – yes, Mohr – yes, Schilling – yes, Jungwirth – yes, Houck-yes. Motion carried.

**AUDITOR**

Auditor Kahl requested travel approval for Misty Blanco and herself to attend the Deputy Workshop in Pierre on June 22. This meeting will not require an overnight stay. Commissioner Mohr moved to approve the travel request. Commissioner Holgard seconded. All in favor: Aye – 5; Nay – 0. Motion carried

**HIGHWAY**

Highway Superintendent Byre presented his monthly report. No one had any questions.

Superintendent Byre presented 2 options under consideration for gravel crushing in the Hoven area. One option is contractor provided crushing where they do everything and just provide us with a pile of gravel. Conditions as to when the county would have to remove that pile would be part of the bid specifications. The other option would be county provided where the county would hold the mining permit, and be responsible for reclamation and things like that. Superintendent Byre requested authorization to advertise for gravel crushing bids in the Hoven area to be opened June 23, 2022. Commissioner Schilling moved to authorize the Highway Superintendent to advertise for these bids. Commissioner Mohr seconded the motion. All in favor: Aye – 5; Nay – 0. Motion carried.

Superintendent Byre requested authorization to advertise for asphalt surface treatment by contract. Commissioner Holgard moved to authorize the advertising and bids to be opened at 10:15 am on June 23, 2022. Commissioner Schilling seconded. All in favor: Aye – 5; Nay – 0. Motion carried.

Superintendent Byre reminded the commission that we have in place a contract with KLG for engineering services. He is going to ask KLJ to assist with the contract for asphalt surface treatment.

Superintendent Byre told the commission that he would be traveling to Pierre on May 30 for Legislative Audit. This will not require an overnight stay. He has asked the Campbell County Highway Superintendent to ride with him.

Superintendent Byre announced that he has hired one full time and one part time employees for the highway department. The wages have been previously negotiated. The full-time position is Ryan Stiklestad. The part time person who had been hired called and some medical issues had arisen for them. We will hold off on a beginning date for that person at this time. The starting wage for that position will be $16.00 per hour.

Commissioner Holgard asked if there was a time frame set for the asphalt. Superintendent Byre did not have set dates. He has ongoing work that he needs to complete. Superintendent Byre spoke shortly with the commissioners about complaints he has been receiving about the county’s portion of 3rd Avenue West in Mobridge. Commissioner Schilling thinks that the commission should all talk with each other on the phone about what ideas there are to take care of this problem. Superintendent Byre stated that there has to be some discussion with the City of Mobridge concerning this street. There are surface drainage problems and some problems with the placement of sewer and water lines.

**AUDITOR**

Auditor Kahl requested that the regular commission meeting scheduled for June 7, 2022 be moved to June 9, 2022 as June 7, 2022 is the date of the primary election. She also requested the regular commissioner meeting scheduled for June 21, 2022 be moved to June 23, 2022 as the courthouse will be closed for Juneteenth on Monday, July 20, 2022.

**SHERIFF**

Sheriff Boll reported to the commission that due to computer problems he did not have any reports ready for him. Commissioner Schilling announced that both Sheriff Boll and Commissioner Mohr were wanted back in Pollock as they walked out on the Upper Missouri Valley Commission Association meeting without paying for their supper. Everyone had a good laugh over that and then Commissioner Schilling announced that he had their backs and he paid for them. Sheriff Boll and Commissioner Mohr apologized to the restaurant for the misunderstanding.

Sheriff Boll asked the Commissioner to approve a contract with Roberts County for Inmate Boarding. Juveniles are $200 per day. Adults are $100 per day. Commissioner Mohr moved to approve the contract. Commissioner Jungwirth seconded. Roll Call Vote: Holgard-yes; Mohr – yes, Schilling – yes, Jungwirth – yes, Houck – yes. Motion carried.

**AUDITOR**

Auditor Kahl presented a Consultant Agreement with Sylvia Chapman, former Perkins County Finance Officer, for assistance in getting the book in the auditor’s and treasurer’s office in order. She comes highly recommended by Legislative Audit, Department of Revenue and Connecting Point, our vendor software. Auditor Kahl was told by Legislative Audit that this fee could be paid out of our ARPA funds. The agreement calls for $40 an hour plus expenses. Commissioner Holgard questioned how long Auditor Kahl thought it would take. She told him that she had no idea. Commissioner Houck commented that this is something he thinks needs to be done. Commissioner Schilling commented “the sooner, the better”. Commissioner Schilling moved to accept the Consultant Agreement as presented. Commissioner Mohr seconded. Roll Call Vote: Holgard – yes, Mohr-yes, Schilling – yes, Jungwirth-yes, Houck – yes. Motion carried.

Auditor Kahl presented the commission with information about the US flag. There is now a box placed for proper flag disposal inside the front doors of the courthouse for use by the public.

There was a short discussion concerning some recent budget requests for the upcoming year. One from LIVE Inc in Lemmon and one from Game, Fish & Parks. There was also information in their packets concerning some safety information. There was also some information on some available grants.’

**OLD BUSINESS**

Commissioner Mohr gave a report from the Landfill after the clean up week. In excess of 95 tons was brought to the Landfill. This would have resulted in a little over $2700 to the Landfill, had it not been for clean up week. He feels that it was a very successful clean up week.

Commissioner Holgard asked States Attorney Hare about a letter he sent to Attorney Hare’s office. Commissioner Holgard wanted to know if he was going to do anything about it. States Attorney Hare responded that yes, he would be giving Commissioner Holgard a response. Commissioner Holgard asked if the States Attorney wanted to respond now. The States Attorney would rather do it officially, in a letter form.

**ADJOURNMENT**

Commissioner Holgard made a motion to adjourn. Commissioner Schilling seconded. All in favor: Aye – 5; Nay – 0. Motion carried.

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**JIM HOUCK, CHAIRPERSON**

**ATTEST:**

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**DEBBIE KAHL, AUDITOR**

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