**SPECIAL WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

The Walworth County Board of Commissioners met in special session on August 30, 2022, at 9:00 a.m. at the Walworth County Courthouse. Members present were: Jim Houck, Duane Mohr, and Scott Schilling. Commissioner Holgard and Commissioner Jungwirth were present on the phone. Also present was Auditor Debbie Kahl.

The Pledge of Allegiance was recited by those in attendance.

Chairman Houck convened as Walworth County Board of Commissioners..

**APPROVAL OF AGENDA:**

Chairman Houck entertained a motion to approve the agenda. Commissioner Mohr so moved. Commissioner Schilling seconded. All in favor: Aye -3; Nay -0. Motion carried.

**BUDGET**

Auditor Kahl provided the commission with a chart of what our budgets show in our software. The first column is what was actually approved. The third column shows the difference of what was approved and what was actually entered into the software. The bottom line is that there was over $325,000 that was actually budgeted that was never entered into the individual budgets. For the highway department itself there was over $95,000 budget that was never entered into that software. Auditor Kahl will have to go into these budgets and correct them. She stated that she does not know how or why it happened but we caught the error so we will be correcting it.

She also presented the actual provisional budget that shows all the requests and the second page of that shows how much cash will need to be applied. Commissioner Holgard asked how much cash would have to be applied, as he did not have the figures in front of him. Auditor Kahl told him it was $798,608. He asked where the money was coming from and Auditor Kahl said she believes it has to come from the general fund. He commented that then we are going to be broke after this year. Auditor Kahl reminded him that we have not yet added the approximately $1,000,000 from the ARPA Funds that were received. Commissioner Holgard wants to know why we don’t try to balance the budget before we’re broke. Auditor Kahl said if you know where cuts can be made, they can be made before you know how much cash we’re going to have to apply. We don’t have to spend it all. Commissioner Holgard said he's brought it up before, but with the attorney general’s opinion, whoever makes the arrest should take the prisoners to jail and that way we could save $300,000. Auditor Kahl said then where are you going to make the cuts. Commissioner Holgard said from the sheriff’s department. Auditor Kahl asked that if Mobridge didn’t agree to haul the prisoners, what is our sheriff’s department supposed to do, just sit with them in a car somewhere. Commission Holgard told Auditor Kahl that he was sorry but he was speaking to the other commissioners. Commissioner Houck wanted to know how Commissioner Holgard figured $300,000. Commissioner Holgard stated that is what it is costing us to take them to jail. He is aware that we’re still going to have to have transport staff to bring them back for court. He commented that the transport staff seems to have a budget of unlimited hours, and he does not believe that’s good fiscal responsibility. He feels that it’s nearly impossible to budget with unlimited staff hours. Commissioner Houck said we have to pay the full-time transport officers whether they’re on the road or not. He doesn’t feel like we would be able to hire enough part-time staff to get the job done. Commissioner Schilling mentioned that the sheriff has in his budget costs for 2 new full-time deputies, which amounts to over $100,000. He questioned whether we really need 2 more full time deputies. Commissioner Houck asked him if he realized we only have 2 people covering 24/7 right now. Commissioner Schilling questioned why our Walworth County Sheriff’s Department has to be on call 24/7 but the SD Highway Patrol doesn’t have to. Commissioner Mohr said to his knowledge unless it was an accident with personal injury the Highway Patrol does not normally respond. Commissioner Schilling said that he doesn’t feel it is right for everything to be falling back on the counties. He doesn’t feel that it’s right for the state to leave that highway wide open and think nothing of it. Chairman Houck said our sheriff’s staff does a lot more than just patrol roads. Commissioner Mohr agrees that it’s not right but that’s the way it is. Commissioner Holgard again questioned why the arresting officer doesn’t take the individual to jail. Commissioner Schilling asked Sheriff Boll what would change if Brown County goes through with their jail and we use that as our jail. Sheriff Boll said IF that’s the designated jail it would probably change. But there are many decisions to be made because we have to be guaranteed that they would take all of our prisoners, which at this point many jails do not because of high blood alcohols and mental holds that seem to be prevalent in Walworth County. Commissioner Holgard asked if anyone had any ideas how we cut $700,000 out of this budget.

Register of Deeds Brenda DeToy joined the meeting. She spoke to the commission about her M&P Budget (Modernization and Preservation Fund) that was organized by legislation a few years ago. She needs to double what she originally budgeted for out of that fund. She explained that this was a fund that is designed for use by the Register of Deeds and does not come out of the general fund. It is a return from the state from the fees that are collected throughout the year by her office. She has had to get a new printer and will be updating the software used in her office. The Commission said they could not see any reason not to honor her request.

The Landfill budget was discussed. We had to add $45000 for the closure/post closure that wasn’t done for a couple of years. It’s a yearly thing that we have to budget for to put away in a restricted account for the Landfill. Auditor Kahl said we used some information from last year to finish the Landfill portion of the provisional budget.

Auditor Kahl brought to the attention of the commission a potential problem with Commissioners Contingency. We had initially budgeted $41000. After looking back in history there has been $75000 budgeted there for many years. She feels we should do so again. Expenses out of that budget normally come at the end of the year.

Auditor Kahl also told the commissioners we should not expend any monies unless they are covered in the budget. Everyone needs to watch their budgets and if they are getting close to going over they need to request a supplement before the money is spent.

Auditor Kahl also brought up the Elections Fund. She had originally budgeted $5500 because there shouldn’t be an election next year but with advice from other auditors that even on a non-election year you should not have your budget below $20000. The chances are strong that it wouldn’t be spent, but it’s better to have it there and not spend it than not to have it there and have to advertise for a budget supplement. She told the Commission that elections cost the county a good amount of money.

Auditor Kahl explained that we have to adopt the provisional budget on September 6, 2022 and adopt the annual budget by the 1st of October, 2022.

Commissioner Schilling said maybe we could cut something out of the Highway Department but he wouldn’t know where.

There was no old or new business.

**ADJOURNMENT**

Commissioner Schilling made a motion to adjourn. Seconded by Commissioner Mohr. All in favor: Aye - 5; Nay – 0. Motion carried.

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**JIM HOUCK, CHAIRPERSON**

**ATTEST:**

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**DEBBIE KAHL, AUDITOR**

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