**WALWORTH COUNTY COMMISSION MEETING**

The Walworth County Commission met in at 9:00 am on January 5, 2023 in Commission Chambers at the Walworth County Courthouse. Present were: James Houck, Scott Schilling, Duane Mohr, Kevin Holgard and Justin Jungwirth.

Auditor Kahl called the January 2023 Organizational Meeting to order.

The Pledge of Allegiance was recited by all in attendance.

**ELECTION OF OFFICERS:** The Auditor called for nominations for chair. Commissioner Mohr nominated Jim Houck for Chairman. Commissioner Jungwirth seconded. Commissioner Schilling made a motion that nominations cease. Commissioner Mohr seconded. Roll Call Vote: All voting yes. Motion carried. Commissioner Houck will be the Chairman for 2023. Chairman Houck called for nominations for Vice Chair. Commissioner Holgard nominated Scott Schilling. Commissioner Mohr seconded. Commissioner Jungwirth made a motion that nominations cease. Commissioner Mohr seconded. Roll Call Vote: All voting yes. Motion carried.

**OATHS OF OFFICE:** Gwenn Ackerman, Deputy Clerk of Courts gave the Oaths of Office to Commissioner Scott Schilling, Commissioner Justin Jungwirth, Commissioner James Houck, Register of Deed Brenda DeToy, Treasurer Cynthia Geier and Sheriff Joshua Boll.

**AGENDA:** Commissioner Houck requested that we add jail contract with Hughes County and introduce two new employees. Commissioner Schilling added a discussion about Auditor/Deputy Auditor position. Commissioner Schilling moved to approve the agenda with the above additions. Commissioner Jungwirth seconded. All in favor: all voting aye. Motion carried.

**SET PER DIEM:** Commissioner Holgard moved to accept the Board of Finance Per Diem Rates and to change the personnel policy to match. Commissioner Schilling seconded. All in favor: all voting aye: Motion carried.

**2023 EMPLOYEE WAGES:** Commissioner Schilling moved to list these wages in the minutes. Commissioner Mohr seconded. All in favor: all voting aye. Motion carried.

**2023 WAGES:** Debbie Kahl, Auditor - $23.04/HR; Misty Blanco, Deputy Auditor - $17.97/HR; Cindy Geier, Treasurer - $49316.28/YR; Leah Holder, Deputy Treasurer - $17.97/HR; Ruth Van Orman, Deputy Treasurer - $17.97/HR; States Attorney - $84461.78/YR; Brandi Steinbach, Admin Asst - $19.73/HR; Brenda DeTroy, Register of Deeds - $49316.28/YR; Dylan Zabel, Deputy Register of Deeds - $17.97/HR; Greg Pudwill, Director of Equalization - $23.04/HR; Louis Schmidt, Custodian - $17.97/HR; Pete Weinzirl, Veteran’s Service Officer - $19198.40/YR; Jeff Jensen, Emergency Manager - $47569.60/YR; Gary Byre, Highway Superintendent - $70304.00/YR; Corinne Olson, Highway Secretary - $17.97/HR; Les Noess, Equipment Operator - $21.18/HR; James Ackerman, Equipment Operator - $21.18/HR; Jason Walker, Equipment Operator - $21.18/HR; Gordon Hagstrom, Mechanic/Equip Op -$24.52/HR; Chance Jensen, Equipment Operator - $21.18/HR; Kevin Fischer, Equipment Operator - $21.18/HR; Paul Davis, Landfill Foreman - $23.55/HR; Bryce Hepper, Landfill Labor - $21.18/HR; Mark Landis, Landfill Labor - $21.18/HR; James Goetz, PT Landfill Labor - $17.73/HR; Dwayne Zlomaniec, PT Landfill Labor - $17.73/HR; Penny Goetz, Landfill Bookkeeper - $18.47/HR; Josh Boll, Sheriff - $58590.22/YR; Chelsea Prasek, Admin Asst Sheriff - $21.35/HR; Travis Bentz, Deputy Sheriff - $28.17/HR; Deputy Sheriff - $23.77/HR; Don Knecht, PT Deputy Sheriff - $23.77/HR; Kenneth Wientjes, PT Deputy Sheriff - $23.77/HR; Joseph Scanniello, Transport - $44408.00/YR; Rochelle Forget, Transport - $44408.00/YR; Ronny Troyer, PT Transport - $20.85/HR; Cynthia Bauer, PT Transport - $20.85/HR; Darrell Griese, PT Transport - $20.85/HR; Amy Hartung, PT Transport - $20.85/HR; Michael Maes, Transport - $21.35/HR; Brandon Rookey, Transport - $21.35; Snowy Fire Cloud – Transport - $21.35.

**DESIGNATE OFFICIAL NEWSPAPERS:** Commissioner Schilling moved to designate the Mobridge Tribune and the Selby Record as the official newspapers. Commissioner Holgard seconded. All in favor: all voting aye. Motion carried.

**DESIGNATE OFFICIAL DEPOSITORIES:** Commissioner Holgard moved to name BankWest as the official depository for Walworth County. Commissioner Schilling seconded.

**2023 BOARD APPOINTMENTS: 911 Address Coordinator:** Curt Rawstern; **4H PROGRAM:** Scott Schilling and Justin Jungwirth; **4H COMPLEX POLICY:** Scott Schilling; **“504” TASK & A.D.A.:** Kevin Holgard; **AMBULANCE:** Justin Jungwirth and Duane Mohr; **ASSESSOR/D.O.E:** Duane Mohr; **AUDITOR:** Justin Jungwirth; **BUILDING MAINTENANCE/CUSTODIAN:** Scott Schilling and Justin Jungwirth; **EMERGENCY MANAGEMENT:** Justin Jungwirth; **EMERGENCY & DISASTER COORDINATOR:** Jeff Jensen and Josh Boll; **FAMILY ASSISTANCE COORDINATOR:** Brenda DeToy; **HIGHWAY:** Jim Houck and Scott Schilling; **INSURANCE:** Justin Jungwirth and Debbie Kahl; **INVESTMENT & FINANCE:** Duane Mohr; **JAIL:** Jim Houck and Justin Jungwirth; **LANDFILL:** Jim Houck and Duane Mohr; **NORTH CENTRAL REGIONAL 911:** Kevin Holgard and Curt Rawstern; **NORTH CENTRAL RESOURCE CONSERVATION & DEVELOPMENT:** Kevin Holgard; **North East Council of Government / NECOG:** Justin Jungwirth and Jim Houck; **North East Mental Health:** Phyllis Pudwill; **PERSONNEL POLICY:** Jim Houck, Kevin Holgard, Duane Mohr, Scott Schilling; Justin Jungwirth, Debbie Kahl, Cindy Geier, Brenda DeToy, Gary Byre, and Josh Boll; **PURCHASING:** Duane Mohr, Debbie Kahl and Cindy Geier; **REGIONAL AGING COUNCIL:** Kevin Holgard; **REGISTER OF DEEDS:** Duane Mohr; **SHERIFF:** Duane Mohr and Jim Houck; **STATES ATTORNEY:** Jim Houck; **TREASURER:** Scott Schilling; **VETERANS SERVICESES:** Kevin Holgard; **VETERANS SERVICE OFFICER:** Peter Weinzirl; **WAR HAWK EMERGENCY MANAGEMENT COORDINATOR:** Jeff Jensen; **Weed and Pest Board:** Jim Houck, Scott Zambo, Tom Fiedler, Dave Ritter and Roger Walker.

**SET COMMISSION SALARY:** Commissioner Jungwirth moved to set the Commission salary at $10,743.46. Commissioner Schilling seconded. All in favor: all voting aye. Motion carried.

**SET ELECTION OFFICIALS SALARY:**  Commissioner Mohr moved to accept Resolution WC 2023-01 setting fees for election officials: Precinct Superintendent $17.00, Precinct Deputy $15.00, Counting Board Officials $15.00 and Election School Attendance $25.00. Commissioner Schilling seconded. All in favor: all voting aye. Motion carried. The Resolution is posted on the website.

**SET LANDFILL RATES:** Commissioner Mohr moved to set the Landfill rates for 2023. Commissioner Schilling seconded. All in favor: all voting aye. Motion carried. This List is posted on the website.

**ESTABLISH FUNERAL DIRECTOR FEES:** Commissioner Holgard moved to approve Resolution WC 2023-02. Commissioner Jungwirth seconded. Roll Call Vote: all voting yes. Motion carried. The Resolution is posted on the website.

**ESTABLISH ELECTED OFFICIAL SALARIES:** Commissioner Mohr moved to approve Resolution WC 2023 -03. Commissioner Schilling seconded. Roll Call Vote: all voting yes. Motion carried. The Resolution is posted on the website.

**ESTABLISH NUMBER OF EMPLOYEES & COMPENSATION FOR SHERIFF’S OFFICE:** Commissioner Mohr moved to accept Resolution WC 2023-04 with unlimited hours to be addressed and the senior transport officer to be addressed at the next meeting. Commissioner Jungwirth seconded. Commissioner Jungwirth questioned the Senior Transport Officer. Commissioner Holgard questioned if this resolution contains the 2023 wages. He is also concerned about unlimited hours for part-time transport officers. Roll Call Vote: all voting yes. Motion carried. Commissioner Schilling moved to amend the salaries on this list. Commissioner Jungwirth seconded. Roll Call Vote: all voting yes. Motion carried.

**CLAIMS:** Commissioner Jungwirth moved to approve the claims. Commissioner Schilling seconded. Roll Call Vote: all voting yes. Motion carried.

CITY OF JAVA – utilities - $23.00; A&B BUSINESS – supplies - $291.06; AGTEGRA JAVA – fuel - $961.12; AT&T MOBILITY – utilities - $446.65; BEADLE FORD – repairs - $140.80; BECK LAW OFFICE – travel - $57.77; KRISTI BRANDT – services - $180.20; BUTLER MACHINERY – parts, repairs - $376.90; CAPFIRST EQUIPMENT FINANCE INC – compactor - $144,406.52; DAKOTA GLASS – repairs & maintenance - $341.35; DEWEY COUNTY – Warhawk - $4,500.00; DIGITAL ALLY – parts - $4,055.00; GALLS – supplies - $860.68; GTC AUTO PARTS – parts, repairs - $91.84; HOVEN REVIEW – publishing - $528.24; INTEGRATED TECH & SECURITY – cameras - $20,288.33; J&J AUTO – repairs - $766.27; KROONTJE LAW – CRT APPT ATTY - $2.475.66; LEXISNEXIS – law books - $640.00; MATHESON TRI-GAS INC – acetylene tank - $81.84; MCLEOD’S PRINTING – envelopes - $113.37; MICDO COMMUNICATIONS – utilities - $158.39; CITY OF MOBRIDGE – utilities - $58.75; MOBRIDGE PIT STOP – fuel - $56.21; MOBRIDGE REGIONAL HOSPITAL – tests - $288.00; MDU – utilities - $1118.09; NAPA CENTRAL – supplies - $67.32; RUNNINGS – supplies - $629.97; LOUIS SCHMIDT – equipment rental - $400.00; SCHNEIDER GEOSPATIAL – GIS support - $8,052.00; SD DEPT OF AG – tonnage fee - $767.18; SD DEPT OF TRANSPORTATION – bridge insurance - $1334.71; SD STATES ATTORNEY ASSOCIATION – dues - $824.00; SDACO – services - $150.00; SDSA – patches - $869.00; CITY OF SELBY – utilities - $287.37; SELBY RECORD – publishing - $767.97; SERVALL – mats, mops - $140.68; SHORTY’S ONE STOP – fuel - $585.77; SLATER OIL – fuel - $22,627.50; JOHN TROYER – blower motor - $335.00; VALLEY TELECOMMUNICATIONS – utilities - $125.25; VANGUARD – software - $1,250.00; VERIZON – utilities - $47.28;

**HIGHWAY**

Superintendent Byre presented the equipment rates for 2023. Commissioner Holgard made a motion to approve the Equipment Rates for 2023 recommended by the Highway Superintendent. Commissioner Mohr seconded. Roll Call Vote: Holgard, Mohr, Jungwirth and Houck voting yes. Schilling voting no. Motion carried.

**EMERGENCY MANAGEMENT**

Emergency Manager Jensen presented Disaster Resolution WC 2022 – 16. This resolution is concerning the storm systems that went through our area in December2022. This resolution is available on the county website. Commissioner Schilling moved to approve the resolution. Commissioner Mohr seconded. All in favor: all voting aye. Motion carried.

Emergency Manager Jensen also presented some online training available for himself and the commission.

Commissioner Schilling explained that he had voted no on the equipment rates presented by Superintendent Byre. He feels that he should have abstained from that vote because of a conflict of interest, as it touches on how he makes his living. He would like the record to show that he made this conflict of interest public knowledge.

**LAKE HIDDENWOOD**

Desi Simons from the Lake Hiddenwood Foundation presented some information concerning some legislation that is asking for money from the state for the rebuilding of Lake Hiddenwood. The foundation would like a letter of support from the county to present with the legislation. Commissioner Mohr moved to write a letter of support for the project. Commissioner Jungwirth seconded. Commissioner Schilling will abstain from voting as he is on the board of the Lake Hiddenwood Foundation. All in favor: 4 voting aye; 1 abstained. Motion carried.

**SHERIFF**

Sheriff Boll brought up a discussion about the part time transport officers for a total of $52,399.29. He also checked on the Chief Transport Officer position and it was not in the budget so that wage will go back to that of other full time transport officers. Commissioner Schilling moved to make these changes in Resolution WC 2023-04. Commissioner Holgard seconded. Roll Call Vote: all voting yes. Motion carried.

Sheriff Boll introduced his 2 new deputies, John Abshire and Talese Aucoin.

**HUGHES COUNTY JAIL**

Commissioner Schilling moved to accept the Hughes County Jail contract at the same rate as last year, $95 per day. Commissioner Mohr seconded. Roll Call Vote: all voting yes. Motion carried.

Commissioner Schilling asked if we are having any success getting applications for Auditor. He wonders if we should look at some other avenues for advertising. Commissioner Jungwirth said he has talked to someone who may be interested. Commissioner Mohr moved to advertise state wide for auditor and states attorney in the statewide classifieds. Commissioner Schilling seconded. Roll Call Vote: all voting yes. Motion carried.

**EXTENSION**

Auditor Kahl informed the commission that we no longer have a 4-H Youth Advisor. She has accepted a position with the States Attorney’s Office. She wanted to know how the commission wanted to handle this. They advised the Auditor to contact SDSU and have them do the advertising and hiring.

**EXECUTIVE SESSION**

An executive session has been requested by an employee. Commissioner Schilling moved to go into executive session at 10:40 am. Commission Jungwirth seconded. All in favor: all voting aye. Motion Carried. The Commission came out of executive session at 10:50 am.

**AUDITOR**

Auditor Kahl told the commission that we are considering setting up automatic payments where feasible to avoid late fees.

**OLD BUSINESS**

Auditor Kahl informed the commission that we have delinquent water bills from some tax deed properties. She had been advised by the States Attorney that the County should not be responsible for them. She also asked the States Attorney if herself and he had to be re-appointed for 2023. He advised that the appointments are good until the appointments are terminated. She gave the commission some materials that told of dates during 2023 when trainings and seminars will be held. She also spoke about a mock election that was going to be held for the legislators. SDACC will pay for this and would like to know how many counties would be interested in helping with these costs. The commission felt like we should pay our share of this effort. Commissioner Holgard asked if there were any other appointed positions we needed to be concerned about. He also asked Treasurer Geier about where we stand with the tax deeds. There will be an ordinance committee meeting this week.

**NEW BUSINESS**

The commission agreed that the second meeting in January will be on the 19th.

**ADJOURNMENT**

Commissioner Schilling moved to adjourn. Commissioner Mohr seconded. All in favor: all saying aye. Motion carried.

ATTEST:

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Chairman Auditor