**WALWORTH COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF PROCEEDINGS**

**January 4, 2024, 9:00 a.m.**

**Call to Order:** Chairman Houck called the meeting to order at 9:00 a.m.

**In Attendance**: Commissioners Jim Houck, Duane Mohr, Kevin Holgard, Justin Jungwirth and Scott Schilling by phone. Also, present were County Auditor Kim Dills, Deputy Auditor Deb Kahl and Deputy Auditor JoAnn Nehls.

**Pledge of Allegiance**: The Pledge of Allegiance was recited by those in attendance.

**Old Business:**  There was no Old Business.

**Election of Officers:** Chairman Houck called for nominations for Commission Chairman. Schilling moved to nominate Kevin Holgard and Mohr moved to nominate Jim Houck. There being no further nominations Chairman Houck called for voting by secret ballot. Auditor Dills read the votes: Houck 3 votes and Holgard 2 votes. New Commission Chairman for 2024 is Jim Houck.

Houck asked for nominations for Commission Vice Chairman. Mohr moved to nominate Justin Jungwirth. Schilling moved to nominate Kevin Holgard. There being no further nominations, voting was done by secret ballot. Auditor Dills read the votes: Jungwirth 2 votes, Holgard 2 votes, and Schilling 1 vote. There being no nomination for Schilling, the nomination process was started over. Mohr moved to nominate Justin Jungwirth. Schilling moved to nominate Kevin Holgard. There being no further nominations, voting was done by secret ballot. Auditor Dills read the votes: Jungwirth 3 votes and Schilling 2 votes. The new Commission Vice Chairman for 2024 is Justin Jungwirth.

**Public Forum**: No one appeared for public forum.

**Agenda:** Moved by Holgard and seconded by Mohr to add the following items to the agenda: Temporary Janitor, Sheriff Report on Brown County prisoner contracts, and Surplus Vehicles from the Sheriff’s office. Moved by Holgard and seconded by Jungwirth to approve the agenda as amended. All in favor, all saying aye. Motion carried.

**Approve Minutes:** Moved by Holgard and seconded by Jungwirth to approve the December 28, 2023, meeting minutes. All in favor, all saying aye. Motion carried.

**Emergency Manager:** Jeff Jensen appeared with Allison Kiesz from NECOG. Kiesz presented information on the grant process of the Pre-Disaster Mitigation Plan for the WarHawk program. Once the plan is complete, the county will be asked to adopt the plan.

**2023 Contingency Transfer:** Moved by Jungwirth and seconded by Mohr to approve a 2023 contingency transfer of $16,500 to 101-111-429 fund to cover expenses for health insurance and audit. Roll call vote – all saying yes. Motion carried.

**Set Per Diem State Rates:** Moved by Jungwirth and seconded by Holgard to approve the County following the per diem State rates. Roll call vote – all saying Yes. Motion carried.

**List of 2024 Salaries:** Discussion held on 2024 salaries. Moved by Holgard and seconded by Mohr to approve the list of salaries and the publication of salaries. All in favor – all saying aye. Motion carried. List of Salaries: Vaughn Beck $77,250.12 per year; Tom Hannan $57,000.00 per year; Jeff Jensen $60,996.69 per year; Josh Boll $60,347.93 per year; Kimberly Dills $50,796.07 per year; Cindy Geier $50,796.07 per year; Brenda DeToy $50,796.07 per year; Joe Scanniello $45,740.24 per year; Michael Maes $45,740.24 per year; Jamison Ries $45,740.24 per year; Argerina Norder $45,740.24 per year; Pete Weinzirl $19,774.35 per year; Commission $11,065.76 each per year; Travis Bentz $29.02 per hour; Gordon Hagstrom $25.26 per hour; John Abshire $24.48 per hour; Talese Aucoin $24.48 per hour; Don Knecht $24.28 per hour; Paul Davis $24.28 per hour; Debbie Kahl $23.73 per hour; JoAnn Nehls $18.51 per hour; Greg Pudwill $23.73 per hour; Chelsea Prasek $21.99 per hour; Mark Landis $21.82 per hour; Bryce Hepper $21.82 per hour; Les Noess $21.82 per hour; James Ackerman $21.82 per hour; Jason Walker $21.82 per hour; Ryan Stiklestad $21.82 per hour; Kevin Fischer $21.82 per hour; David Harrison $21.82 per hour; Ronny Troyer $21.48 per hour Darrell Griese $21.48 per hour; Cynthia Bauer $21.48 per hour; Jonnathon Steder $21.48 per hour; Katie Gregg $20.32 per hour; Penny Goetz $19.02 per hour; Leah Holder $18.51 per hour; Ruth Van Orman $18.51 per hour; Dylan Zabel $18.51 per hour; Louis Schmidt $18.51 per hour; Corinne Olson $18.51 per hour; James Goetz $18.26 per hour; Dwayne Zolmaniek $18.26 per hour; Richard Remitz $18.00 per hour.

**2024 Election Officials Hourly Rate:** Moved by Mohr and second by Jungwirth to approve the hourly rate for Precinct Superintendent $17.00 per hour, Precinct Deputy $15.00 per hour, Counting Board Official $15.00 per hour, and Election School Attendant $25.00. Roll call vote – all voting yes. Motion carried.

**Designate Official Newspapers:** Moved by Holgard and seconded by Schilling to designate The Selby Record and the Mobridge Tribune as the County official newspapers. All in favor – all saying aye.

**Designate Official Depositories:** Moved by Jungwirth and seconded by Holgard to name Bank West as the County’s official bank. All in favor – all saying aye.

**Board Appointments:** After discussion, the board appointments were tabled until the next regular meeting.

**Landfill Rates**: Moved by Mohr and seconded by Jungwirth to publish the 2024 Landfill rates. All in favor – all saying aye. Motion carried. Walworth County Landfill Disposal Rates: MSW $43.00/ton; Rubble $32.00/ton; Trees $25.00/ton; Shingles $25.00/ton; Yard Waste free of charge; Appliances $12.00 each; Air Cond/Dehumidifier $10.00 each; Refrigerator/Freezer $15.00 each; Mattress $7.00 each; Couch $7.00 each; Chair $7.00 each; Concrete clean $7.00/ton; Concrete dirty $25.00/ton; Tires: SM w/o rim $5.00 each, SM w/rim $8.00 each, LG w/o rim $17.00 each, LG w rim $22 each, Bulk Rate $275/ton, Shredded or Quartered $40.00/ton; Asbestos $45.00/ton (Needs Manifest, plus $100 minimum fee each load); Animals $68.00/ton (Veterinary certification required); Contaminated Soil $15.00/ton (Analysis required each project); Contaminated Water $50.00/ton (Analysis required each project); Sewer Sludge $40.00/ton (Analysis required annually); Mobile Home $325.00 each.

**Indigent Burial Rate:** Current rates are $2500 plus outside container at cost if required and $150 for funeral director fee. Moved by Mohr and seconded by Schilling to leave the rates as listed. All in favor – all saying aye. Motion carried.

**Claims:** Chairman Houck called for a motion to approve the claims. Holgard moved to approve the claims and was seconded by Mohr. Roll call vote: All in favor. All saying yes. Motion carried. Claims: City of Java $23.00 Hwy utilities; AgTegra Cooperative/Java $6427.80 supplies & materials; Arrowhead Resort $80.75 Hwy travel; AT&T Mobility $492.89 Sheriff and Emergency Management utilities; Auto Value $718.14 Hwy supplies; Vaughn Beck Law Office $57.77 travel; Bridges Against Domestic $663.50 domestic violence subsidy; Butler Machinery $8717.85 Hwy services, repairs, maintenance; CapFirst Equipment Finance Inc $144,406.52 Landfill equipment; Central Diesel Sales Inc $2060.06 Hwy supplies & materials; D-Ware Inc $4570.00 Hwy 2024 services and fees; Dakota Glass $102.80 Emergency Management supplies; Dewey County Treasurer $4500.00 services and fees; Heartland Waste $180.00 Courthouse, Hwy utilities; Homestead Building Supplies $107.79 Hwy supplies; Kens Western Lumber $57.13 Courthouse supplies; Mark Kroontje $649.25 Crt Appt Atty; Midcontinent Comm $326.78 Courthouse, Sheriff utilities; Mobridge Ace Hardware $48.94 EMG, landfill supplies; City of Mobridge $4923.05 911 service and fees; City of Mobridge $59.20 Hwy utilities; Mobridge Pit Stop INC. $64.00 Landfill Supplies; Montana-Dakota Utilities 1914.71 Courthouse, Sheriff, HWY utilities; NECOG $9667.41 services and fees; Pheasantland Industries $1302.19 Hwy supplies; Quill $95.16 Treasurer supplies; Runnings Supply Inc $22.97 Landfill supplies; SD Dept of Transportation $328.18 Hwy services and fees; SD State Treasurer $296.84 excise tax; SDACC $874.00 CLERP expense; SDACHS $350.00 Hwy services and fees; SDACO $94.00 M&P remittance; SD DANR $834.51 Landfill services and fees; City of Selby $334.84 Courthouse, Sheriff, Hwy utilities; Valley TelCo $126.82 Landfill utilities; Verizon $48.06 Landfill utilities; WEB Water Bottling $50.50 Landfill rentals.

**Highway:** Tom Hannan gave a report on proposed equipment rates. After discussion, it was decided to table any action on the equipment rates at the next regular meeting.

**Sheriff:** Sheriff Boll advised the new Brown County adult and juvenile prisoner boarding contracts have been increased. Moved by Mohr and seconded by Schilling to approve the Brown County adult prisoner boarding contract of $100 per day. All in favor – all saying aye. Motion carried. Moved by Jungwirth and seconded by Mohr to approve the Brown County juvenile prisoner boarding contract of $350 per day. All in favor – all saying aye. Motion carried.

**Temporary Janitor:**  Auditor Dills advised two individuals are interested in performing the janitorial work while Custodian Schmidt is temporarily absent. After discussion, Mohr moved to hire Leah Holder as temporary janitor at her present rate of pay of $18.95 per hour plus overtime, not to exceed 10 hours per week, until Custodian Schmidt returns. Second by Schilling. Roll call vote – All voting yes. Motion carried.

**Surplus Items:** The Sheriff’s office has two surplus vehicles that Mohr had appraised at $1550 for a 2012 Chevrolet Impala and $3250 for a 2010 Chevrolet Tahoe SUV. Mohr will check if these can be put on an Ulmer auction sale. Moved by Jungwirth and seconded by Holgard to have these surplus vehicles sold at auction. All in favor – all saying aye. Motion carried.

**Auditor:** Auditor Dills requested a banking resolution to add Deputy Auditor JoAnn Nehls. Motion by Jungwirth and seconded by Schilling to add Deputy Auditor JoAnn Nehls to the banking resolution. All in favor. All saying aye. Motion carried.

Auditor Dills advised the Walworth County Auditor’s Accounts with the Walworth County Treasurer as of December 31, 2023, is $7,354,925.98 and is in balance.

**New Business:** Commissioner Houck noted that the Christmas trees which have were put up in the Courthouse look spectacular and thanked those that chose to put them up.

Auditor Dills requested the next County Commission meeting be changed due to training being held during January. Commissioner Houck stated the next meeting will be held January 23rd at 9:00 am.

**Adjournment:** Holgard moved to adjourn. Second by Mohr. All in favor. All saying aye. Motion carried. Adjournment at 9:56 a.m.

**APPROVED: ATTEST:**

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**CHAIRPERSON AUDITOR**

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