

5/13/2013

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. May 7, 2013 pursuant to adjournment on April 30, 2013. Commissioners present were: Barth, Beninga, Heiberger, Kelly, and Pekas. Also present were Cindy Jepsen, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

Chairman Beninga called the meeting to order.

MOTION by Pekas, seconded by Heiberger, to approve the agenda. 5 ayes.

MOTION by Barth, seconded by Kelly, to approve the April 30, 2013 Commission Minutes. 5 ayes.

VOUCHERS TO BE PAID

MOTION by Barth, seconded by Heiberger, to approve the following bills totaling \$434,841.19. 5 ayes.

A & B Business Equip	Jail	430.89	ABN Army Surplus	Var. Depts	288.98
Alexander, Corrie	Air Guard	163.00	All American Investm	Human Svcs	39.99
Allied Oil & Tire Co	Hwy Constr	901.85	Alpha Graphics Inc	Hwy Admin	42.92
Anderson Funeral Hom	Human Svcs	3,775.00	Anderson, Scott J	Em Mgmt	197.00
Arena Motel	Human Svcs	159.00	At & T	Sheriff	74.99
Automatic Security C	Facilities	95.00	Avera Heart Hosp Of	Sheriff	508.56
Avera Home Medical E	Human Svcs	157.56	Avera McKennan Hospi	Var. Depts	2,598.00
Bennett, Merlin	Mus Entpr	300.00	Bob Barker Company,	Var. Depts	6,361.99
Bourne, Anna	Mental Ill	150.00	Boyer Trucks Sioux F	Hwy Constr	132.87
Bridgewood Estates I	Human Svcs	600.00	Building Sprinkler,	Pettigrew	487.88
Bureau Of Informatio	Var. Depts	582.00	Buthe, Dj	Hwy Admin	99.00
Butler Machinery Com	Hwy Constr	343.58	Button, Jon	Em Mgmt	197.00
Carlson, Jean M	Public Adv	50.00	Carlson, Lisa	Courts	112.20
Cartridge World	Mus Ops	324.96	CBM Managed Services	Var. Depts	9,792.32
Century Business Lea	Extension	80.37	Century Business Pro	Public Def	744.84
Chau Properties Llc	Human Svcs	450.00	Christensen, Ron	Air Guard	163.00
Connecting Point	Info Tech	4,110.00	Construction Product	Hwy Constr	376.50
Cory, Jonathan	Em Mgmt	197.00	Counseling Resources	Courts	1,900.00
Criterion Prop Mgmt	Human Svcs	500.00	Dakota Fluid Power,	Hwy Constr	70.80
Dataware Svcs	Info Tech	812.50	Decisionone Corporat	Info Tech	168.52
Deck, Darryn	Em Mgmt	197.00	Deriso, Matthew	Mus Entpr	100.00
Doop, Michael	Human Svcs	1,150.00	Drexler, Russell	Hwy Constr	78.00
Ebert's Properties,	Human Svcs	195.00	Eich Law Office Llc	Courts	743.98
Empire Prop Mgmt Llc	Human Svcs	550.00	Estergard, Kathryn L	Info Tech	141.00
Fastenal Company	Hwy Constr	57.00	Federal Express Corp	Sheriff	22.95
Finnegan, Daniel	Hwy Constr	78.00	Fleetpride / Holt, I	Hwy Constr	125.88
Fox, Youngberg & Lew	Mental Ill	1,702.00	George Boom Funeral	Human Svcs	2,875.00
Griesse, Chris	Var. Depts	58.00	Gustaf, Dee	Human Svcs	94.70
Hanson, Michael W.	Courts	656.00	Hanson, Wade	Air Guard	163.00
Harmelink, Fox & Ravn	Mental Ill	620.44	Hart, Jorrie	Air Guard	163.00
Healthport	Public Def	20.89	Heartland Paper Comp	Jail	3,153.48
Hemenway, Sam	Air Guard	163.00	Henke Mfg Corp/Alamo	Hwy Constr	941.80
Hewlett-Packard Comp	Var. Depts	471.60	HMN Hardware Inc	Hwy Constr	275.88
Hoekman, James	Sheriff	390.86	Howalt-McDowell Insu	Public Def	50.00
Hoy Trial Lawyers Pr	Courts	770.00	I State Truck Center	Hwy Constr	81.82
Infectious Disease S	Human Svcs	645.15	Ingemansen, Jason	Air Guard	163.00
Interstate Office Pr	Var. Depts	984.79	Intoximeters, Inc.	24/7 Prog	4,000.00
JCL Solutions-Janito	Mus Maint	291.62	Jefferson Partners L	Jail	68.64
Johnson Controls, In	Mus Maint	105.75	Johnson, Brett	Human Svcs	60.00
Johnson, Donald E	Sheriff	1,083.75	Johnstone Supply Of	Hwy Constr	203.26
Kading, Kunstle & Go	Courts	1,079.26	Kennedy, Renee S	Courts	54.40
Kerslake Family Llc	Human Svcs	550.00	Kogel Archaeological	Hwy Constr	2,321.50
Kone, Inc.	Facilities	583.28	Larsen, Jeremiah	Jail	34.41
Lassegaard, Samuel C	Human Svcs	400.00	Leggett, Joseph R	Human Svcs	600.00
Lindquist & Vennum P	Bldg Fund	2,000.00	Locators & Supplies,	Hwy Constr	943.67
Lord Henry Enterpris	Cap Proj	420.50	Luk, Anna - Luk In	Human Svcs	600.00
Lutheran Social Svcs	Var. Depts	2,846.56	Mailway Printers	Mus Ops	965.00

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Martin, Richard	Human Svcs	700.00	Meester, Chantel	Mus Entpr	300.00
Menards - East	Hwy Constr	185.60	Meridian It Solution	Info Tech	16,480.00
Metro Communications	Var. Depts	196,194.21	MidAmerican Energy C	Var. Depts	6,099.65
Midwest Oil Company,	Hwy Constr	51.85	Midwest Residential	Human Svcs	444.00
Miller, Michelle	Human Svcs	550.00	Mills & Miller Inc	Hwy Constr	17,355.22
Neve's Uniforms	Var. Depts	753.45	Nielson, Andrew	Hwy Admin	130.00
Northern Truck Equip	Hwy Constr	12,664.09	Office Depot, Inc.	Info Tech	640.55
Olson's Pest Technic	Jail	67.75	Osborn, Roxane R	St Atty	84.00
Palmer, Barbara	Mental Ill	2,790.00	Pechous, Corey	Hwy Constr	78.00
Peterson, Bill	Mus Entpr	250.00	Pheasantland Industr	Jail	488.79
Pride Neon, Inc	Facilities	163.26	Public Safety Equipm	Sheriff	585.00
Qualified Presort Se	Var. Depts	4,121.88	Quill Corp.	JDC	110.94
R & L Supply, Ltd	Hwy Constr	142.43	Red Oak Senior Apts	Human Svcs	437.00
Reker, Zach	Hwy Constr	78.00	Risty, Maxine J	Public Adv	140.00
Rock County (MN) Sher	Public Def	40.00	Rocket Software Inc	Info Tech	6,588.19
Rocky Mount Instrume	Public Def	30.00	Rons, Norm	Human Svcs	400.00
Russell, Mark	Air Guard	163.00	Safe Home Ltd Ptnrsh	Var. Depts	8,795.91
Sam's Club - Members	JDC	75.36	Sanford Hospital	St Atty	3,643.10
Satisfaction Plus In	Human Svcs	636.00	Schultz, Shannon	Hwy Admin	67.00
SD Assn Of County Co	JDC	20.00	SD Dept Of Public Sa	Human Svcs	20.00
SD Dept Of Revenue	Sheriff	89.00	SD Div Of Criminal I	Human Res	43.25
SD Human Services Ce	Public Adv	23.20	SD Secretary Of Stat	Var. Depts	60.00
SD State Archives	Mus Entpr	201.60	SEHR, Francis J/Sehr	Human Svcs	550.00
Servall Towel & Line	Var. Depts	141.56	SHI, International C	Info Tech	50.75
Sieler, Justin	Air Guard	163.00	Sioux Falls School D	Mus Entpr	75.00
Sioux Falls Utilitie	Var. Depts	7,492.95	Sioux Valley Energy	Var. Depts	702.98
Smith, Neville	Air Guard	163.00	Southeastern Behavio	Public Def	25.75
Stik With It Print W	Mus Store	449.75	Terrace Hills Apts L	Human Svcs	600.00
The Cartwright Bros	Mus Entpr	200.00	Thomas, Thadeus	Air Guard	163.00
Tires,Tires,Tires In	Var. Depts	719.85	Tractor Supply Co.	Hwy Admin	37.98
Tuschen, Michael E	Hwy Constr	78.00	Ultramax	Var. Depts	1,578.00
US Postal Service	Mus Ops	1,500.00	USD-DHSF (Dental Hyg	Human Svcs	1,299.29
Van Diest Supply Com	Hwy Constr	3,518.00	Variety Foods Llc	Safe Home	173.34
Vermeer High Plains	Hwy Constr	23.16	Vesely, Josh	Hwy Constr	78.00
Volunteers Of Americ	Pass-Thru	7,657.17	Walgreen Co.	Courts	55.00
Walsh, Seamus	Jail	147.00	Westwick Motel, Inc.	Human Svcs	215.00
Wilsey, Thomas M	Hwy Admin	88.00	Wiseman, Bryan Db	Human Svcs	700.00
Witte, Fred	Human Svcs	495.00	Wittrock, Craig	Air Guard	163.00
Wynia, Keith	Air Guard	163.00	Wynia, Wallace	Air Guard	163.00
Xcel Energy, Inc.	Var. Depts	46,595.49			

REPORTS

The Minnehaha County Human Services and Sheriff's Department Reports for April 2013 were received and placed on file in the Auditor's Office.

PERSONNEL

MOTION by Heiberger, seconded by Barth, to approve the following personnel changes. 5 ayes.

1. To hire Annie Nance as a temporary, part-time Museum Aide for the Museum at \$9.00/hour effective 5/10/13.
2. To hire Rebecca Sunde as a temporary, part-time Museum Aide for the Museum at \$9.00/hour effective 5/13/13.
3. To hire Taylor Droz a temporary, part-time Highway Laborer for the Highway at \$10.50/hour effective 5/8/2013.
4. To hire Bill Shatter a temporary, part-time Spray Truck Operator for the Highway at \$11.00/hour

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effective 5/13/13.

5. To promote Glen Kruger from Corrections System Operator (9/1) to Correctional Officer in Training (12/1) for the Jail at \$16.052/hour effective 4/27/13.
6. To accept the resignation of Nick Boschee as Correctional Officer (13/3) for the 24/7 Program effective 4/29/13.
7. To accept the resignation of Michael DiGiulio as Air Guard Security Officer II (13/10) for the Air Guard effective 5/8/13.
8. To accept the resignation of Carmen Jurgensen as Corrections System Operator (9/7) for the Jail effective 5/14/13.
9. To demote Erick Doppenberg from Corporal (16/10) to Correctional Officer (13/13) for the Jail at \$22.681/hour effective 5/11/13.
10. To record EMT specialty pay for Jeffrey Barnable, Deputy Sheriff for the Sheriff's Office, effective 5/11/2013.

Step Increases Due:

1. Sarah Wachal – Victim Witness Assistant – State's Attorney's Office – 16/3 to 16/4 – 4/21/13 – \$21.061/hour
2. Sandra Kinder – Accountant – Highway Administration – 16/2 to 16/3 – 4/25/13 – \$20.548/hour
3. Jason Burns – Deputy Sheriff – Sheriff's Office – 16/5 to 16/6 – 4/13/13 – \$22.128/hour
4. Jennifer Stanley – Correctional Officer – Jail – 13/10 to 13/11 – 4/21/13 – \$21.588/hour
5. Loren Dykshorn – Correctional Officer – Jail – 13/4 to 13/5 – 3/19/13 – \$18.615/hour
6. John Sites – Corrections System Operator – Jail – 9/11 to 9/12 – 3/28/13 – \$18.161/hour

Special Commission Action Requests:

The following significant employee anniversaries for May 2013 were recognized: 5 years – Jenny Adix, Angela Boeckholt, Craig Boetel, Benjamin Devlin, Thomas Lien; 10 years – Mark Russell, Phillip Leidholt, Paavo Rasmussen; 15 years – Janet Harmelink.

Volunteers in County Departments for April 2013 were recognized. The list is on file at Human Resources.

ABATEMENT

MOTION by Barth, seconded by Pekas, to approve abatement of 2012 Property Taxes for Joseph O. Devitt, ID #72774, \$1,365.20, representing tax exemption under SDCL 10-4-40. 5 ayes.

NOTICES

MOTION by Barth, seconded by Heiberger, to authorize the Auditor to publish a Notice to Bidders for Project

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MC142CONC-13, County Highway 142 Pavement Restoration and Concrete Joint Repair. 5 ayes.

PLANNING & ZONING NOTICES

MOTION by Barth, seconded by Pekas, to authorize the Auditor to publish a Notice of Hearing to consider the vacation of the public right of way described as Edgeview Court lying between Lot 2 Block 5 Sorum's Subdivision, Lot 1 Block 4A Sorum's Subdivision and Tract 4 Sorum's Addition all in Section 9-T102N-R49W. 5 ayes.

BID AWARD

Tom Wilsey, Assistant Highway Superintendent, reported on the bid letting held on May 1, 2013, for Project No. MC50-150-201-1, Ellis Bridge Beam Procurement. The following two bids were received: Gage Brothers, \$114,257.00; and Cretex Concrete Products, \$118,052.25. Mr. Wilsey recommended the bid be awarded to the low bidder. MOTION by Pekas, seconded by Heiberger to award the bid for Project MC150-202-1, Ellis Beam Procurement to Gage Brothers, Inc. in the amount of \$114,257.00. 5 ayes

AMENDMENT

Shannon Schultz, Senior Project Engineer, gave a briefing on Amendment No. 1 to the final design agreement with Infrastructure Design Group, Inc. for Structures 50-240-095 and 50-240-085 on Highway 121 over Slip-Up Creek. The amendment is for costs associated with additional project management, public and agency involvement, survey items, final design items, and drainage analysis. MOTION by Pekas, seconded by Kelly, to authorize the Chairman to sign Amendment No. 1 to the agreement between Infrastructure Design and Minnehaha County for Structures 50-240-095 and 50-240-085 in the amount of \$10,238, bringing the contract amount not to exceed \$86,223.25. 5 ayes.

AGREEMENT

Shannon Schultz, Senior Project Engineer, gave a briefing on an agreement with JSA Engineers and Land Surveyors to provide construction management services for Project #MC142CONC-13 County Highway 142 Pavement Restoration and Concrete Joint Repair. Due to the number of ongoing construction projects and routine maintenance duties this summer, the Highway Department does not have adequate staffing to ensure proper management of the project. MOTION by Pekas, seconded by Heiberger, to authorize the Chairman to sign the agreement with JSA Engineers and Land Surveyors for Construction Administration Services for Project #MC142CONC-13 in the amount of \$31,899. 5 ayes.

BRIEFING

Erin Srstka, Chair of the Petitioner Gatherer's Committee, presented a briefing on recommendations from the Committee in regard to county policy regarding petition gathering. The recommendations are to leave the current policy as is, offer possible options for petitioners to stand during inclement weather, and to post the current policy on the front entrance and provide note-card size handouts of the policy in the Commission Administrative Office. The Commission will consider action on the recommendations at the May 14, 2013 commission meeting.

AGREEMENTS

Erin Srstka, JDAI Coordinator, gave a briefing on the implementation of a voucher for service system to give minority youth the opportunity to engage in community based services while on diversion. The voucher for service system is in conjunction with a grant from the Council of Juvenile Services to assist in the support of the local Juvenile Detention Alternatives Initiative Disproportionate Minority Contact work plan implementation. Minnehaha County will contract with local service providers to participate in the voucher for service system. MOTION by Pekas, seconded by Heiberger, to authorize the chairman to sign service provider agreements with

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Lutheran Social Services, Bartels Counseling, Prairie View Prevention Services, Christine Ellis, Keystone Treatment Center, and Great Plains Psychological Services in conjunction with the JDAI Disproportionate Minority Contact Grant. 5 ayes.

ADDENDUM

Ken McFarland, Commission Administrative Officer, gave a briefing on an addendum to the County Jail and Correctional Center contract with CBM Foodservice. The addendum contains a 2.9 % increase based on the Consumer Price Index. The price per meal will increase from \$0.82 to \$0.84 and snacks will increase from \$0.58 to \$0.60 per snack. MOTION by Barth, seconded by Pekas, to approve the food service contract addendum between Minnehaha County Jail and Correctional Center and CBM Food Service effective July 1, 2013 ending June 30, 2014. 5 ayes.

SUPPLEMENT

MOTION by Heiberger, seconded by Pekas, to supplement \$17,028.50 from the Emergency Food & Shelter Program (ESFP) Fund to the ESFP Budget representing the second half of the 2013 EFSP allocation: St. Francis House, Initial Rent, ASN 21125, \$3,750.00; St. Francis House, Shelter/Motel, ASN 21128, \$3,750.00; Southeastern Behavioral Healthcare, Shelter/Motel, ASN 21129, \$7,500.00; and Good Shepherd Center, Food, ASN 21130, \$2,028.50. 5 ayes.

FUND ALLOCATION

Darlene Johnson, Assistant Auditor, reported on the sale of surplus county property for the period of 1/1/2013 to 4/30/13 from: Iron Planet, Highway surplus, \$42,677.04; TJN Enterprises, Highway scrap, \$8,341.29; and TJN Enterprises, Facilities scrap, \$1,462.89. Ms. Johnson requested a fund allocation for the sale proceeds. MOTION by Kelly, seconded by Pekas, to allocate 50% of the proceeds to the Highway Fund and 50% to the General Fund. SUBSTITUTE MOTION by Heiberger, seconded by Barth to allocate \$42,677.04 from Iron Planet and \$8,341.29 from TJN Enterprises to the Highway Fund (ASN 13983) and \$1,462.89 from TJN Enterprises to the General Fund (ASN 13740). 3 ayes. Kelly and Pekas voted nay. Motion carried.

AGREEMENT

Ken McFarland, Commission Administrative Officer, gave a briefing on an agreement with Southeastern Council of Governments, (SECOG), to provide administrative assistance to Minnehaha County for Community Development Block Grant (CDBG) #1212-308. Minnehaha County is the sponsor of the grant for the Southeast Technical Institute Certified Nursing Assistant Work Force Development Project. SECOG will receive \$5,000 for their services which is supported by grant funds, and there will be no cost to Minnehaha County. MOTION by Kelly, seconded by Heiberger, to authorize the Chairman to sign the Agreement for Administrative Assistance between Minnehaha County and South Eastern Council of Governments. 5 ayes.

DRAINAGE

Dustin Powers, Planner II, gave a briefing on a drainage permit application from Raymond Funke in order to conduct agricultural drainage on property owned by Gerald & Marie Kuhnert. The proposed drainage project is located in Section 10 of Valley Springs Township and is legally described as Tract 1 Kuhnert & Helgeson's Subdivision SE ¼ of Section 10-T101N-R47W. This item was deferred from the April 23, 2013 meeting to allow time for a wetland determination to be obtained for continuing the tiling project onto the downstream property owned by Karen Hildring. Mr. Powers reported that the wetland determination has been completed. Petitioner, Ray Funke, was present and stated that he would like to begin his tiling project as soon as possible. Ed Baatz, 4512 S. Florence, Sioux Falls, spoke on behalf of Karen Hildring and his wife and thanked the commission for allowing an additional two weeks to obtain a wetland determination for their property. MOTION by Barth, seconded by Heiberger to approve Drainage Permit #13-13. 5 ayes.

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LIAISON REPORTS

Commissioner Heiberger reported that the part-time 4-H Advisor position has been filled by the State.

Commissioner Heiberger reported on the Chamber breakfast she attended where Governor Daugaard spoke on his trip to China.

Kyle Helseth, Director of Equalization reported on a request he received from a newspaper in the Minneapolis/St. Paul area for information on tax exempt properties. Mr. Helseth provided the Commissioners a list of the top 20 property tax payers in Minnehaha County that he supplied to the newspaper.

NEW BUSINESS

Chairman Beninga reported that Craig Anderson, the Chairman for the committee who will study plans for the Community Corrections Facility, will be at the meeting next week.

Shannon Schultz, Senior Project Engineer, gave a report on the cost of the cleanup from the April winter storm. Ken McFarland, Commission Administrative Officer, reported that Governor Daugaard has submitted a request for a disaster declaration to FEMA.

Pat Herman, Assistant Planning & Zoning Director, reported on the cleanup held on May 4th in the northwest part of the county. Ms. Herman thanked Tri-Valley School for the use of their parking lot and stated that the cleanup was a success.

MOTION by Pekas, seconded by Barth, to adjourn into Executive Session for personnel discussion and pending litigation. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, May 14, 2013.

APPROVED BY THE COMMISSION:

Gerald Beninga
Chairman

ATTEST:

Cynthia Jepsen
Deputy Auditor