

3/11/2014

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. March 11, 2014 pursuant to adjournment on March 4, 2014. Commissioners present were: Barth, Heiberger, Kelly and Pekas. Commissioner Beninga was absent. Also present were Cindy Jepsen, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

Chairman Heiberger called the meeting to order.

MOTION by Kelly, seconded by Pekas, to approve the agenda. 4 ayes.

MOTION by Pekas, seconded by Kelly, to approve the March 4, 2014 Commission Minutes. 4 ayes.

#### VOUCHERS TO BE PAID

MOTION by Pekas, seconded by Barth, to approve the following bills totaling \$271,283.03 and to exclude payment to Avera McKennan Hospital for psychological evaluation in the amount of \$5,854.17. 4 ayes.

A & B Business Equip	Maintenance C	238.62	A & B Business Equip	Office Equipm	70.11
A Plus Tree Service	Road Maint. &	400.00	A To Z World Languag	Interpreters	140.00
A-Ox Welding Supp Co	Bridge Repair	37.78	A-Ox Welding Supp Co	Gas,Oil,Diese	61.48
A-Ox Welding Supp Co	Lease-Rental	49.70	A-Ox Welding Supp Co	Safety & Resc	29.76
A-Ox Welding Supp Co	Small Tools,	49.56	Advance Auto Parts	Automotive/Sm	5.99
Airway Service Inc	Automotive/Sm	244.42	Airway Service Inc	Gas,Oil,Diese	36.55
Allied Oil & Tire Co	Heavy Eq. Rep	239.50	American Alliance Of	Memberships	500.00
American Ink Llc	Bridge Repair	79.40	American Ink Llc	Road Maint. &	158.80
American Specialty I	Hazard Insura	6,123.36	AMLA Int'l Translati	Interpreters	6,333.75
Andersen, Norma	Bd Exp. Fees	45.00	Applied Engineering	Software	2,100.00
Avera Health Informa	Clinics - Aux	36.00	Avera Health Informa	Medical Recor	56.70
Avera McKennan Hospi	Blood Withdra	66.00	Avera McKennan Hospi	Hospitals	7,994.00
Avera McKennan Hospi	Other Profess	5,854.17	Babinski Properties	Welfare Rent	445.00
Balancing Profession	Fairgrounds	1,765.31	Billion's	Gas,Oil,Diese	44.09
Boyer Trucks Sioux F	Heavy Eq. Rep	1,971.54	Boyer Trucks Sioux F	Truck Repair/	184.22
Bradfield, Matt Db	Maintenance C	70.00	Brennan Hill Townhou	Welfare Rent	600.00
Brevik Law Office Pr	Attorney Fees	214.83	Brown & Saenger	Uniform Allow	140.41
BSC Holding Inc	Road Material	23,810.91	Butler Machinery Com	Parts Invento	764.28
C & J Inc Db	Trash Removal	99.00	Carlson, Lisa	Court Reporte	147.12
Cbcinnovis Inc	Recruitment	8.65	CBM Managed Services	Board Of Pris	9,244.92
Center For Family Me	Other Profess	150.00	Century Business Pro	Maintenance C	480.30
Charles Mix County S	Return Of Ser	25.00	Christopherson, Ande	Attorney Fees	520.50
City Centre Hotel Co	Jury Fees	147.23	Civil Design Inc	Architects &	7,601.50
Cody, Denise	Bd Exp. Fees	135.00	Cole Papers, Inc.	Janitorial/Ch	98.15
Cooley, Carla F	Court Reporte	79.80	Counseling Resources	Attorney Fees	150.00
Custom Powder Coatin	Jail Repairs	60.00	Dakota Data Shred	Trash Removal	174.02
Dakotaland Autoglass	Automotive/Sm	214.99	Deaver, Carey Jo	Business Trav	18.13
Deboer Law Office Pc	Child Defense	359.00	Design Research Engi	Other Profess	1,890.00
Disburg, Julia	Business Trav	11.10	Duffy, Ryan	Attorney Fees	1,131.80
EH Hospitality Llc	Motels	1,105.00	Election Systems & S	Software/Lice	19,314.46
Engels Law Office Pc	Attorney Fees	4,789.99	Ergometrics, Inc.	Recruitment	2,851.31
Etc/Expo For Her Mag	Advertising	350.00	Etterman Enterprises	Small Tools,	196.21
Falls Community Heal	Clinics - Aux	35.00	Fastenal Company	Small Tools,	225.17
Feit, Katrina A	Other Misc. R	400.00	First Premier Bank	Investigators	86.94
Fleetpride / Holt, I	Parts Invento	82.66	Fleetpride / Holt, I	Truck Repair/	27.13
G & H Distributing I	Bldg/Yard Rep	106.19	G & H Distributing I	Truck Repair/	111.91
G&W, Inc Db Gary Co	Transportatio	91.18	Gard Specialties Co	Small Tools,	371.67
Gaylord Bros Inc	Program Activ	628.68	George, Aaron	Welfare Rent	495.00
Golden West	Telephone	167.04	Gunner, Andrea	Court Reporte	920.00
Guzman, Sandra V.	Interpreters	458.33	Harold's Photo Cente	Program Activ	3.99
Hart, Jorrie	Education & T	534.28	Hillyard, Inc.	Janitorial/Ch	669.94
Holiday Mobile Home	Welfare Utili	217.00	Howalt-McDowell Insu	Notary Exp	100.00
I State Truck Center	Parts Invento	444.90	Interstate Office Pr	Office Suppli	185.00
ISI Llc	Interpreters	160.00	Jaros, Pete	Investigators	101.75
JCL Solutions-Janito	Grounds & Par	562.40	Jim & Ron's Service	Other Profess	47.50
Johnson, Donald E	Automotive/Sm	400.00	Johnson, Richard L	Attorney Fees	2,144.25

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Kading, Kunstle & Go	Child Defense	102.90	Kauffman, David W. P	Psych Evals	3,090.00
Kennedy, Renee S	Court Reporte	979.80	Khoroosi, Sam	Child Defense	1,894.20
Kmart Pharmacy	Pharmacies	140.54	Knology Inc Db	Telephone	59.04
Krueger Excavating,	Correction Ct	710.00	Krueger Excavating,	HHS Maintenanc	420.00
Krueger Excavating,	Snow Removal	2,530.00	Larson, Jeff	Attorney Fees	1,465.20
Lassegaard, Samuel C	Welfare Rent	410.00	Laughlin, Nicole	Attorney Fees	505.70
Lewn, Lucy	Bd Exp. Fees	1,045.90	Lutheran Social Svcs	Other Profess	4,222.54
Mac's, Inc.	Automotive/Sm	1.49	Mac's, Inc.	Sign Supply/I	10.00
Manatron, Inc.	Other Profess	27,675.94	Mattson, Monica	Child Defense	3,696.00
Metro Communications	Clinics - Aux	450.00	MidAmerica Motoplex,	Automotive/Sm	199.98
MidContinent Communi	Telephone	55.00	Midwest Boiler Repai	Heat,Vent & A	596.70
Midwest Residential	Welfare Rent	650.00	Miller Funeral Home,	Burials	2,250.00
Minn Cnty Liquor Sti	Recruitment	416.45	Minn Cnty Museum Pet	Building Repa	22.24
Minn Cnty Museum Pet	Program Activ	400.00	Minn Cnty So Petty C	Gas,Oil,Diese	10.00
Minn Cnty So Petty C	Other Supplie	5.61	Minnehaha Funeral Ho	Burials	2,865.00
Morse Correctl Healt	Contract Serv	2,116.77	Multi-Cultural Cente	Interpreters	4,633.25
Murillo, Georgina	Interpreters	249.99	Myers & Billion Llp	Bd Exp. Fees	926.98
Nguyen, Lam	Interpreters	75.00	Nicholson, Tschetter	Attorney Fees	114.07
Nielsen Ogdahl, Erin	Attorney Fees	775.00	Norment Security Gro	Building Repa	116.05
Okall, Langu	Interpreters	105.00	Olson, Waltner & Sch	Attorney Fees	1,540.80
Parkview, Llc	Welfare Rent	405.00	Pettigrew Heights Lt	Welfare Rent	350.00
Pollard & Larson Llp	Attorney Fees	176.00	Price, Thomas L Phd	Other Profess	3,360.00
Primary Products Co	Child Care It	348.00	Ramkota Inn	Business Trav	503.94
Record Keepers, Inc.	Records Stora	2,526.67	Rehfuss, Cathy A	Bd Exp. Fees	96.00
River Tower Apartmen	Welfare Rent	650.00	Robinson, Eugene R L	Attorney Fees	1,843.94
Robinson, Eugene R L	Child Defense	4,279.22	Rochester Armored Ca	Armored Car S	379.50
Sanford Health Plan	Cobra Insuran	492.68	Sanford Health Plan	Expenditures	2,368.92
Sanford Hospital Med	Clinics - Aux	28.25	SD Assn Of County Co	Business Trav	300.00
SD Assn Of County Co	Catastrophic	39,207.00	SD Assn Of County Co	Travel - Heib	100.00
SD Building Official	Education & T	75.00	SD Dept Of Revenue	Blood/Chemica	568.00
SD Dept Of Revenue	Bulletin Boar	99.57	SD Dept Of Revenue	Coroner Fee/T	0.57
SD Dept Of Revenue	Fingerprint/T	210.85	SD Dept Of Revenue	Gis Revenue	0.34
SD Dept Of Revenue	Misc. Auditor	9.62	SD Dept Of Revenue	Misc. Dir. Eq	58.25
SD Dept Of Revenue	Misc. Treasur	18.79	SD Dept Of Revenue	Other Miscell	80.00
SD Dept Of Revenue	Other Profess	35.00	SD Dept Of Transport	Education & T	75.00
SD Human Services Ce	Psych Evals	600.00	SD Police Chiefs Ass	Education & T	150.00
SD Secretary Of Stat	Notary Exp	60.00	Sechser, Jenna - Crt	Court Reporte	4,669.77
SEHR, Francis J/Sehr	Welfare Rent	1,050.00	Servall Towel & Line	Janitorial/Ch	6.60
Servall Towel & Line	Program Activ	45.28	SF Specialty Hospita	Recruitment	74.00
Sheehan Mack Sales &	Parts Invento	102.25	Shepherd Reporting L	Court Reporte	291.00
Sherwin Williams	Building Repa	102.64	Sioux Falls Rubber S	Office Suppli	16.75
Sioux Falls School D	Program Activ	152.86	Sioux Valley Energy	Electricity	302.70
Sioux Valley Energy	Road Maint. &	136.89	Sioux Valley Energy	Tea-Ellis Ran	347.16
Spaan, James	Welfare Rent	450.00	Spars Tools Service,	Small Tools,	165.70
St Francis House	Other Profess	447.18	Sturdevant's Auto Pa	Parts Invento	93.47
Sunshine Foods	Other Supplie	32.82	Sunshine Foods	Welfare Food	128.63
Szameit, Alexandra	Interpreters	449.99	T-Rentals Llc	Welfare Rent	450.00
Tammen Oil	Automotive/Sm	20.52	Taylor Place Llc	Welfare Rent	500.00
Thomson Reuters - We	Legal Researc	198.45	Thorin, Deyanira T	Interpreters	881.62
Tires,Tires,Tires In	Automotive/Sm	1,235.18	Tires,Tires,Tires In	Gas,Oil,Diese	72.38
Tool Depot	Small Tools,	815.34	TSS Kids Llc	Welfare Rent	575.00
Urology Specialists	Physicians	485.69	Variety Foods Llc	Other Profess	269.27
VOA Dakotas / Pettig	Welfare Rent	400.00	Volunteers Of Americ	Other Profess	1,370.00
Volunteers Of Americ	VOA Reception	5,782.34	Wal-Mart Pharmacy	Pharmacies	50.45
Walgreen Co.	Pharmacies	71.87	Wall Lake Sanitary D	Water - Sewer	70.00
Weerheim, Tom	Attorney Fees	339.30	Weerheim, Tom	Child Defense	1,937.60
Weiland & Assoc Inc	Jury Fees	137.88	Wheelco Brake & Supp	Janitorial/Ch	103.14
Wheelco Brake & Supp	Truck Repair/	201.95	Winter Equip Comp In	Parts Invento	3,000.00
Xcel Energy, Inc.	Welfare Utili	420.00	Zee Medical Service	Office Suppli	96.95

## REPORTS

The Minnehaha County Human Services and Sheriff's Department Reports for February 2014 were received and placed on file in the Auditor's Office.

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The Minnehaha County Regional Juvenile Detention Center Report for January, 2014 was received and placed on file in the Auditor's Office.

The Auditor's Account with the County Treasurer as of February 28, 2014 was received and placed on file in the Auditor's Office.

On Deposit in Banks	
Interest-bearing open accounts	15,743,237.25
CD's and savings	15,000,000.00
Cash	19,550.77
Checks/drafts in Treasurer's possession for more than 3 days	7,029.23
Total Cash on Hand	30,769,817.25
PR Ck #43145 Voided; Outstanding to Treasurer	46.07
Total Reconciled AS/400 Cash Balance	30,769,863.32

Darlene Johnson, Assistant Auditor, presented the Annual Report for Minnehaha County as of and for the Year Ended December 31, 2013. The report will be published in the County's legal newspapers.

Cindy Howard, Public Advocate Director, presented the 2013 Annual Report for the Minnehaha County Office of the Public Advocate.

#### PERSONNEL

MOTION by Pekas, seconded by Kelly, to approve the following personnel changes. 4 ayes.

1. To place Wendy Scholten, Victim Witness Assistant for the State's Attorney's Office, on leave without pay effective 12/27/13 to 2/18/14.
2. To place Francis Konechne, Mechanic Team Member for the Highway, on Military Leave without pay effective 3/10/14 to 3/31/14.
3. To accept the resignation of Colleen Aschoff as temporary, part-time Juvenile Correctional Worker for the Juvenile Detention Center effective 2/26/14.
4. To accept the retirement of Janet Harmelink as Senior Custodian for Facilities effective 3/19/14.

#### Step Increases Due

1. Joy West – Caseworker I – Human Services – 16/3 to 16/4 – 2/28/14 – \$21.27/hour
2. Aaron Wimmer – Safe Home Program Worker – Safe Home – 9/5 to 9/6 – 2/16/14 – \$15.82/hour
3. Kersten Kappmeyer – Chief Civil Deputy State's Attorney – State's Attorney's Office – 25/1 to 25/2 – 3/4/14 – \$3,077.60/bi-weekly
4. John Trana – Computer Support Technician – Information Technology – 16/5 to 16/6 – 3/9/14 – \$22.35/hour

#### NOTICES

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

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253-460BR-14, Structure Replacing and Grading for Structures 50-060-089 & 50-063-090, located in Grand Meadow Township. 4 ayes.

HEARINGS

A public hearing was held to consider an application to transfer a Retail On-Sale Liquor License from Dells Rocky Run Golf Course to Debbie Brobjorg, Norby’s Inc. The application was reviewed by the State’s Attorney Office, Planning & Zoning Department, and Sheriff’s Department and there were no objections or concerns reported. No one spoke in opposition to the license transfer. MOTION by Barth, seconded by Pekas, to approve the application to transfer the Retail On-Sale Liquor License from Dells Rocky Run Golf Course to Debbie Brobjorg, Norby’s Inc., licensed premises legally described as Tr2 Madsen TRS of Outlot A (Ex E 400’) NW ¼ SE ¼ Section 8-T104N-R49W. 4 ayes.

GRANT

Monte Watembach, Information Technology Director, gave a briefing on a South Dakota Broadband Initiative Technology Planning Grant in the amount of \$9,804. The grant requires a 20% county match. The grant funds would be used to purchase Cisco Wireless access points to improve bandwidth and security to Minnehaha County wireless devices. MOTION by Kelly, seconded by Pekas, to authorize submittal of the South Dakota Broadband Initiative Technology Planning Grant application. 4 ayes.

DOMAIN NAME

Monte Watembach, Information Technology Director, requested approval to register the domain name Minnehaha.gov. The new domain name would give the county a more official web presence. MOTION by Pekas, seconded by Barth, to authorize the Chairman to sign the request to register the domain name Minnehaha.gov. 4 ayes.

Darlene Johnson, Assistant Auditor, was present for the public hearing and gave a briefing on 2013 carryovers and other 2014 budget supplements. MOTION by Pekas, seconded by Barth, to approve Resolution MC14-12. 4 ayes.

RESOLUTION MC14-12  
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2014 Annual Budget in order to carry on the indispensable functions of Minnehaha County; and

WHEREAS, the adoption of the proposed Supplemental Budget was duly considered by the Minnehaha County Commission on the 11<sup>th</sup> day of March, 2014, at 9:15 a.m., in the Commission Meeting Room, pursuant to due notice; now, therefore, be it

RESOLVED by the Minnehaha County Commission that the following Supplemental Budget be, and the same is, hereby approved for the purpose of providing budget to conduct the indispensable functions of Government, to-wit:

2013 Carryovers & Other 2014 Supplements

<u>From Fund</u>	<u>To Budget</u>	<u>Amount</u>
General	Auditor	\$ 32.19
	Information Technology	\$ 213.75
	Facilities	\$ 7,036.84
	Equalization	\$ 9.69
	Sheriff	\$ 36,715.94

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	Jail	\$111,657.29
	Juvenile Detention Center	\$ 744.08
	Safe Home	\$ 3,778.16
	Human Services	\$ 447.60
	Mentally Ill	\$ 18,368.41
	Parks	\$ 14,600.00
	Public Defender	\$ 5.60
	Public Advocate	\$ 64.98
	Human Resources	\$ 45,249.66
	County Cemetery	<u>\$ 788.88</u>
<b>Total General Fund</b>		<b><u>\$239,713.07</u></b>
Highway	Highway	\$136,573.15
Emergency Management	Emergency Management	\$ 78,719.09
Pass-Thru Grants	Pass-Thru Grants	\$225,686.66
JAG Grants	JAG Grants	\$ 20,353.10
Building	Building	<u>\$ 92,351.99</u>
<b>Total Special Revenue Funds</b>		<b><u>\$553,683.99</u></b>

APPROVED BY THE COUNTY COMMISSION:

Cindy Heiberger  
 Chairman  
 ATTEST:  
 Cynthia Jepsen  
 Deputy Auditor

BID AWARD

DJ Buthe, Highway Superintendent, reported on the 2014 Annual Highway Material Letting on February 26, 2014. The following companies submitted bids: Jebro, Concrete Materials, Highway Improvements, Inc., Winter Inc., 3-D Specialties, DMI-Terex, Mills and Miller, Inc., Construction Products, Stan Houston Equipment, BX Construction, Nebraska Salt & Grain Co., Brock White Construction Materials, Greg Johnson, Myrl & Roy’s Paving, Inc., Bader’s Highway & Street, Lyle Signs, Inc., Newman Signs, Inc., Michael Todd & Company, Inc., RDO Equipment, Titan Machinery, Winter Equipment Co., North American Salt Company, Cargill Deicing Technology, Independent Salt Company, A-Ox Welding Supply, Bierschbach Equipment & Supply, and Meridian Grain LLC. Mr. Buthe recommended award to the low, overall, acceptable bidder in each category. Darrell Hoyer, Myrl and Roy’s Paving, stated several bids were submitted that did not include the required bid security, and asked if it is the intention of the commission to consider the bid security as an irregularity. Mr. Hoyer also stated that Myrl & Roy’s Paving submitted a bid packet for Proposal #2 A and B, for Hot Mix Asphalt, but they did not submit bid prices. Mr. Hoyer stated that they feel the way the proposal was set up it unbalances the bid due to the 5,000 ton of shingles requirement, and his company does not furnish a product with shingles in it. Mr. Buthe stated that state statute requires bid security for any construction project greater than \$50,000 and proposals for this bid letting are for the purchase of materials. Therefore it is his understanding that a bid security is not required; however the bid documents do request a bid security for bids greater than \$25,000. MOTION by Kelly, seconded by Pekas, to pull the bids that did not meet the bid security requirement to allow Kersten Kappmeyer, Chief Civil Deputy State’s Attorney time to research state statutes regarding bid security requirements. Kelly withdrew his motion. MOTION by Kelly, seconded by Pekas to defer action on bid awards for Highway Materials for one week. 4 ayes.

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## VEHICLE PURCHASE

DJ Buthe, Highway Superintendent, requested approval to purchase two (2) Ford F150 Pickup Trucks from a contract competitively bid and awarded by the State of South Dakota to Lamb Motors. Sioux Falls Ford has agreed to supply the vehicles at the state contract price in accordance with SDCL 5-18C-8 without charging the additional \$250 delivery fee. MOTION by Kelly, seconded by Barth, to approve the purchase of two (2) Ford F150 Pickup Trucks from Sioux Falls Ford off of contract #16546 competitively bid and awarded by the State of South Dakota for a total cost of \$48,162. 4 ayes.

## RESOLUTION

DJ Buthe, Highway Superintendent, presented a resolution to participate in the SD Department of Transportation (SDDOT) Bridge Inspection/Re-Inspection Program. The US Federal Highway Administration requires inspection of all bridges every two years and culverts every four years. Mr. Buthe recommended Civil Design, Inc., Brookings, SD, for the inspection work. MOTION by Kelly, seconded by Heiberger, to approve Resolution MC14-13. 4 ayes.

RESOLUTION MC14-13  
BRIDGE REINSPECTION  
PROGRAM RESOLUTION  
FOR USE WITH SDDOT RETAINER CONTRACTS

WHEREAS, Title 23, Section 151, *United States Code* and Title 23, Part 650, Subpart C, *Code of Federal Regulations*, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Minnehaha County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The County requests SDDOT to hire Clark Engineering Corporation for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Dated this 11<sup>th</sup> day of March, 2014, at Sioux Falls, SD.

Board of County Commissioners  
Of Minnehaha County  
Cindy Heiberger

ATTEST:  
Cynthia Jepsen  
Deputy Auditor

## LEASE

Ken McFarland, Commission Administrative Officer, gave a briefing on a one year lease agreement with Metro Communications. Under the terms of the agreement, Metro Communications will lease 4,296 square feet of space in the Public Safety Building at \$11.40 per square foot. This is the same rate as the previous agreement. MOTION by Pekas, seconded by Kelly, to authorize the Chairman to sign the Lease Agreement between Minnehaha County and Metro Communications Agency for space in the Public Safety Building effective January 1, 2014 thru December 31, 2014. 5 ayes.

## REALTOR SERVICES

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Commissioner Kelly recused himself.

Bill Hoskins, Museum Director, reported that after reviewing additional information submitted by Nelson Property Consultants and Bender Commercial Real Estates Services regarding their proposals for Realtor Services, the Museum Board's Facilities Committee and the Museum Board are recommending that Minnehaha County contract with Bender Commercial Real Estate Services for the sale of 19.97 acres of bare land. The proceeds generated from the sale of the land will be used for the construction of a museum collection storage facility. Dianne Metli, member of the Museum Board, stated both proposals were great and she wanted to make sure the Commission is aware that they are sitting on a ticking time bomb at the Old Courthouse Museum. There is a heavy load on it and they would sure like to move forward with the construction of the new museum archive storage facility. MOTION by Barth, seconded by Pekas, to award the contract for realtor services to Bender Commercial Real Estate Services to sell the 19.97 acre parcel of bare land contained within property legally described as Tract 1 Hall Addition, SE ¼ Section 31-T102N-R49W of the 5<sup>th</sup> P.M., Minnehaha County, State of South Dakota, and to authorize the Auditor to publish a notice of the realtor retained for the sale. 3 ayes.

#### LEGISLATIVE UPDATE

Robert Wilson, Assistant Commission Administrative Officer, gave an update and status report on the 89<sup>th</sup> Legislative Session on bills that impact Minnehaha County. Ken McFarland, Commission Administrative Officer, stated that House Bill 1200 and 1201 regarding the Bank Franchise Tax will have little impact to local government's share of that tax.

#### OLD BUSINESS

Commissioner Kelly commented on reports regarding the traffic count on bridge structure 50-082-110 located approximately three miles north of Hartford over the West Branch of Skunk Creek. DJ Buthe, Highway Superintendent stated the average daily traffic count on that structure reported by the South Dakota Department of Transportation in 2009 was 45 cars per day. Mr. Buthe reported that the Highway Department has purchased equipment to do traffic counts on gravel roads.

MOTION by Barth, seconded by Kelly, to go into executive session to discuss contracts and personnel. 4 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, March 18, 2014.

#### APPROVED BY THE COMMISSION:

Cindy Heiberger  
Chairman

#### ATTEST:

Cynthia Jepsen  
Deputy Auditor