

3/25/2014

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. March 25, 2014 pursuant to adjournment on March 18, 2014. Commissioners present were: Barth, Beninga, Kelly and Pekas. Heiberger was absent. Also present were Cindy Jepsen, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

Vice Chairman Pekas called the meeting to order.

MOTION by Barth, seconded by Beninga, to approve the agenda. 4 ayes.

MOTION by Beninga, seconded by Barth, to approve the March 18, 2014 Commission Minutes. 4 ayes.

VOUCHERS TO BE PAID

MOTION by Barth, seconded by Beninga, to approve the following bills totaling \$488,760.87, and March 2014 salaries. 4 ayes.

A & B Business Equip	Lease-Rental	227.28	A & B Business Equip	Printing/Form	1.93
Ahrendt, Cynthia J	Attorney Fees	327.00	Airway Service Inc	Automotive/Sm	962.71
Airway Service Inc	Gas,Oil,Diese	858.55	Automatic Building C	Electrical Re	7,314.42
Automatic Building C	VOA - Dakotas	297.84	Avera Health Informa	Clinics - Aux	20.40
Avera Health Plans	Expenditures	1,946.74	Baldwin Supply Co	Electrical Re	754.32
Bob Barker Company,	Inmate Suppli	4,903.78	Boyce, Greenfield,Pa	Other Profess	840.00
Boyer Trucks Sioux F	Truck Repair/	199.75	BSC Holding Inc	Road Material	30,155.89
Buffalo, Melissa	Business Trav	120.00	Builders Supply Comp	Repair/Renova	522.00
Bureau Of Informatio	Data Communic	420.00	Bureau Of Informatio	Telephone	38.00
Butler, Craig	Extradition &	72.00	C & R Supply Inc	Truck Repair/	17.52
Campbell Supply Co I	Automotive/Sm	15.90	Campbell Supply Co I	Bldg/Yard Rep	37.48
Campbell Supply Co I	Sign Supply/I	7.40	CBM Managed Services	Board Of Pris	18,266.40
Century Business Pro	Lease-Rental	55.09	Century Business Pro	Maintenance C	213.77
Childrens Home Socie	Other Miscell	89,250.00	Christiansen, Dan	HIDTA Grant	127.00
Compass Center FKA	Other Miscell	17,500.00	Connecting Point	Contract Serv	2,270.00
Contarino, Samantha	Other Misc. R	300.00	Counseling Resources	Attorney Fees	450.00
Dairy Queen	School Resour	45.00	Dakota Beverage Co I	Program Activ	164.25
Dakota Data Shred	Other Profess	365.24	Dakota Data Shred	Other Supplie	45.66
Dakota Fluid Power,	Heavy Eq. Rep	2.61	Dakotacare Cobra Ser	Cobra Insuran	1,585.35
Data Spec Llc (Vetra	Data Processi	399.00	Disburg, Julia	Business Trav	18.13
Downtown Sioux Falls	Program Activ	69.03	Duffy, Ryan	Attorney Fees	574.80
Dynamic Technical Bl	Building Repa	410.20	EH Hospitality Llc	Motels	370.00
Electric Supply Co.,	Contract Serv	102.42	Fleetpride / Holt, I	Truck Repair/	2,065.84
Fonder Sewing Machin	Other Repairs	65.95	Fonder, Roger M Db	Automotive/Sm	37.40
Fremont Industries,	Heat,Vent & A	92.28	G & R Controls Inc	Heat,Vent & A	1,035.00
Gonnerman, Adam	Safety & Resc	70.00	Gourley Properties I	Welfare Rent	500.00
Great Plains Psychol	Psych Evals	2,548.75	Guzman, Sandra V.	Interpreters	150.00
Healthport	Clinics - Aux	119.44	Heartland Paper Comp	Inmate Suppli	267.05
Hewlett-Packard Comp	Contract Serv	978.88	Hewlett-Packard Comp	Data Processi	160.00
Hewlett-Packard Comp	Small Tools,	640.88	Hicks, Vicki A	Uniform Allow	493.30
Hy-Vee Accounts Rece	Pharmacies	43.99	Hy-Vee Accounts Rece	Program Activ	37.08
I State Truck Center	Truck Repair/	332.96	Infrastructure Desig	Architects &	11,165.00
Interstate Office Pr	Office Suppli	111.78	Intoximeters, Inc.	Testing Suppl	4,000.00
Iret Properties	Welfare Rent	600.00	ISI Llc	Interpreters	80.00
Jaros, Pete	Investigators	98.05	JCL Solutions-Janito	Janitorial/Ch	350.17
JCL Solutions-Janito	Kitchen/Clean	1,991.70	Jebro, Inc.	Small Tools,	50.00
Kauffman, David W. P	Psych Evals	2,945.00	Kinzley Funeral Home	Burials	2,950.00
Knutson, Robert	Business Trav	5.50	Lincoln County(SD) S	Other Profess	45.64
Malloy Electric Bear	Plumbing & We	377.27	Matheson Tri-Gas Inc	Plumbing & We	33.35
Metro Communications	Other Misce	175,526.49	MidAmerican Energy C	Natural Gas	4,321.76
MidAmerican Energy C	Welfare Utili	420.00	Midwest Alarm Compan	Building Repa	530.50
Minn Cnty Facilities	Office Suppli	92.19	Minn Cnty Human Svcs	Other Supplie	109.60
Murray Properties, L	Welfare Rent	1,040.00	NE Wisconsin Tech Co	Education & T	1,400.00
NE Wisconsin Tech Co	SCAAP Funds	1,050.00	Neve's Uniforms	Uniform Allow	269.09
Nielson, Andrew	Business Trav	41.00	Nyberg's Ace Hardwar	Building Repa	4.00
Olson's Pest Technic	Other Profess	67.75	Pennington County Ja	Extradition &	8,313.45

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Peterson, Tom	Business Trav	180.00	Pharmchem Inc	Testing Suppl	525.00
Presto-X-Company	Outside Repai	187.64	Price, Thomas L Phd	Other Profess	3,480.00
Qualseth, Ryan	Extradition &	72.00	R & L Supply, Ltd	Heat,Vent & A	1,366.41
RDO Equipment Co.	Heavy Eq. Rep	321.96	RDO Equipment Co.	Parts Invento	-136.00
Reaves, Jason	Business Trav	92.00	Redwood Toxicology L	Program Suppl	1,080.00
Redwood Toxicology L	Testing Suppl	1,080.00	Schultz, Shannon	Business Trav	41.00
SD Assn Of County We	Memberships	150.00	SD Dept Of Revenue	Automotive/Sm	12.00
SD Dept Of Revenue	Other Miscell	14.00	SD Dept Of Transport	Contracted Co	7,271.19
SD Div Of Criminal I	Professional	43.25	SD One Call	Building Repa	4.20
SDACHS	Education & T	160.00	Sechser, Jenna - Crt	Court Reporte	1,975.25
Senior Citizens Svcs	Advertising	54.00	Shi, International C	Contract Serv	241.56
Shi, International C	Data Processi	241.56	Shi, International C	DMC-JJDPa Gra	241.56
Short Elliott Hendri	Architects &	15,350.56	Sioux Falls City Fin	Gas,Oil,Diese	15,214.52
Sioux Falls City Fin	HIDTA Grant	130.20	Sioux Falls Utilitie	Water - Sewer	823.77
Sioux Falls Utilitie	Welfare Utili	151.18	Sisson Printing, Inc	Printing/Form	425.45
Southeastern Behavio	Alternatives	2,250.00	Southeastern Behavio	Drug Court	5,000.00
Southeastern Electri	Welfare Utili	185.44	Srstka, Erin	Business Trav	120.00
Sumption & Wyland	Other Profess	3,000.00	Szameit, Alexandra	Interpreters	337.54
Think Tourism USA Ll	Advertising	1,695.00	Thomson Reuters - We	Legal Researc	2,124.17
Thorin, Deyanira T	Interpreters	200.00	Thyssenkrupp Elevato	Lease-Rental	2,721.32
Tomacelli's Pizza	Jury Fees	173.06	Walgreen Co.	Pharmacies	177.43
Wali, Khadija M.	Interpreters	25.00	Weerheim, Tom	Attorney Fees	3,500.00
Weiland & Assoc Inc	Jury Fees	113.62	Westport Apts/Westpo	Welfare Rent	600.00
Willow Partners Llc	Welfare Rent	487.00	Winner Police Depart	Extradition &	67.20
Wynia, Marc	Investigators	102.86	Xcel Energy, Inc.	Electricity	1,500.14
Xcel Energy, Inc.	Welfare Utili	1,014.36	Zimmer, Duncan & Col	Attorney Fees	599.52
Zimmerman, Philip G	Lease-Rental	1,700.00	Commission	Salaries	29,129.60
Auditor	Salaries	39,168.36	Treasurer	Salaries	63,407.52
Information Tech	Salaries	58,660.26	States Attorney	Salaries	189,101.09
Public Defender	Salaries	130,128.94	Public Advocate	Salaries	39,320.00
Facilities	Salaries	56,997.09	Equalization	Salaries	68,714.25
Register Of Deeds	Salaries	40,877.47	Human Resources	Salaries	19,459.20
Sheriff	Salaries	831,841.30	Juvenile Detention	Salaries	149,389.49
Highway	Salaries	120,075.78	Human Services	Salaries	101,691.05
Museum	Salaries	52,053.70	Planning	Salaries	26,081.70
Extension	Salaries	2,724.80			

PERSONNEL

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

1. To transfer Justin Hofer from a part-time, temporary Safe Home Program Worker for Safe Home to a full-time Caseworker I (16/1) for Human Services at \$19.75/hour effective 3/31/14.
2. To promote Debra Artus from part-time, temporary Correctional Officer in Training to part-time, temporary Correctional Officer (13/1) for the 24/7 Program at \$17.03/hour effective 2/25/14.
3. To promote Tony Andress from Correctional Officer in Training to Correctional Officer (13/1) for the Jail at \$17.03/hour effective 3/16/14.
4. To begin EMT specialty pay for Adam Gonnerman, Deputy Sheriff for the Sheriff's Office, effective 3/29/14.
5. To place Heather Buss, Administrative Secretary for the Highway, on leave without pay effective 3/26/14 to 6/9/14.

Step Increases Due

1. Steven Millage – Programmer Analyst II – Information Technology – 21/6 to 21/7 – 3/16/14 –

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\$29.32/hour

2. Robert Wilson – Assistant Commission Administrative Officer – Commission – 21/5 to 21/6 – 3/16/14 – \$2,288.80/bi-weekly
3. Jeanette Spaans – Caseworker I – Human Services – 16/1 to 16/2 – 3/11/14 – \$20.25/hour
4. Dean Hodgen – Caseworker I – Human Services – 16/4 to 16/5 – 3/17/14 – \$21.80/hour
5. Haley Gleich – Safe Home Program Worker – Safe Home – 9/2 to 9/3 – 2/27/14 – \$14.69/hour
6. Krista Leidholt – Deputy Sheriff Sergeant – Jail – 20/6 to 20/7 – 1/9/14 – \$27.91/hour
7. Daniel Kaiser – Correctional Officer – 24/7 Program – 13/11 to 13/12 – 2/1/14 – \$22.35/hour
8. Kathryn Zwak – Correctional Officer – 24/7 Program – 13/9 to 13/10 – 2/26/14 – \$21.27/hour
9. Matthew Tooley – Correctional Officer – 24/7 Program – 13/4 to 13/5 – 2/21/14 – \$18.80/hour
10. Timothy Gustafson – Corporal – Jail – 16/2 to 16/3 – 2/18/14 – \$20.75/hour
11. Jarod Hettich – Correctional Officer – Jail – 13/6 to 13/7 – 3/8/14 – \$19.75/hour
12. Derek Lauer – Correctional Officer – Jail – 13/13 to 13/14 – 3/6/14 – \$23.48/hour
13. John Homan – Corrections System Operator – Jail – 9/14 to 9/15 – 3/3/14 – \$19.75/hour
14. Jason Ingemansen – Air Guard Security Officer II – Air Guard – 13/14 to 13/15 – 3/13/14 – \$24.07/hour

Special Personnel Action Requests

MOTION by Beninga, seconded by Kelly, to convert the Assistant Planning Director Position to a Planner I, Pay Grade 16 or a Planner II, Pay Grade 17 depending on qualifications of person hired. 4 ayes.

ABATEMENTS

MOTION by Barth, seconded by Beninga, to approve abatement of 2013 Property Taxes representing the Elderly Assessment Freeze for RDID 55010, \$144.14; RDID 39197, \$761.17; RDID 39967, \$574.38. 4 ayes.

MOTION by Beninga, seconded by Barth, to approve abatement of 2013 Property Taxes representing a house that was razed for RDID 32448, \$119.24. 4 ayes.

MOTION by Beninga, seconded by Barth, to approve abatement of 2013 Property Taxes representing a house destroyed by fire for RDID 53030, \$1,414.39. 4 ayes.

MOTION by Kelly, seconded by Beninga, to approve abatement of 2013 Property Taxes representing Owner Occupied Status for RDID 57197, \$836.55. 4 ayes.

MOTION by Barth, seconded by Kelly, to deny abatement of 2009 – 2013 Property Taxes for RDID 45926, \$2,859.18, as there are no provisions in state statute to grant the abatement. 4 ayes.

PUBLIC COMMENT

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Shannon Schultz, Assistant Highway Superintendent, reported that the Highway Department will begin their summer hours on April 26, 2014, Monday through Thursday 7:00 a.m. to 5:30 p.m.

HEARING

The application for a Special Event Malt Beverage/Wine Retailer's License for the Riveria by Rocco's was referred to the City of Sioux Falls for their consideration.

DRAINAGE HEARING

Scott Anderson, Planning & Zoning Director, gave a briefing on a drainage permit application from Roger Wolles to conduct agricultural drainage on his property that is legally described as the E ½ Section 26-T104N-R50W. The applicant is proposing to install three 4" tile lines. The water will flow across property owned by Richard Mahutga and into an intermittent waterway that eventually finds its way into the Big Sioux River. Mr. Mahutga has signed a downstream waiver. Williamson Real Estate Family Limited Partnership is the other downstream landowner within ½ mile of the outlet of the drainage project, and they have not signed a waiver. Notice of the March 25th Public Hearing was sent to all downstream landowners for at least ½ mile from the outlet of the proposed drainage project. Planning & Zoning staff visited the proposed site and finds that the proposed tile lines will be placed in traditionally wet areas that function as part of the same watershed. Staff recommends approval of Drainage Permit #14-02. Tim Wolles, son of the applicant, reported that he spoke with Terry Bohenkamp who rents the land owned by the Williamson Real Estate Family Limited Partnership, and Mr. Bohenkamp told him that he has talked with the Williamson Estate several times about this project. Mr. Wolles also stated that over a year ago during discussions with the Williamson Estate they asked him for a quote to tile their land as well, but they have not committed to the project. No one spoke in opposition. MOTION by Kelly, seconded by Barth, to approve Drainage permit #14-02. 4 ayes.

BID AWARDS

Shannon Schultz, Assistant Highway Superintendent, reported on the March 12, 2014, bid letting for the purchase of a Sign Crane Truck Body with Trade-In. Three bid packets were received from the following companies: Custom Truck Equipment, Inc. \$48,866.00; Sanitation Products, Inc. \$50,584.00; Northern Truck Equipment Corp. No Bid. Mr. Schultz recommended awarding the contract to Custom Truck Equipment, Inc. and requested authorization for the Chairman to sign the contract and to declare one utility body, a portion of asset #90800 with an estimated value of \$500 as surplus for trade-in. MOTION by Beninga, seconded by Kelly, to award the contract for the Sign Crane Truck Body with Trade-In to Custom Truck Equipment, Inc. in the amount of \$48,866.00, and to declare as surplus for trade-in one utility body, a portion of asset #90800 (2012 Ford F550, VIN 1FD0X5GY5CFA29775. 4 ayes.

Shannon Schultz, Assistant Highway Superintendent, reported on the March 19, 2014, bid letting for Project MC109-115-150-BM-14. The project is to install asphalt chip seals on county highways, 109, 115, and 150 for a total of 8.5 miles. Five bids were received from the following companies: Asphalt Surfacing Co., \$1,340,469.20; Double H Paving, \$1,424,916.10; Black Top Paving Co., \$1,427,715.60; Seal Pros Inc., \$1,472,325.00; and Myrl & Roy's, No Bid. Mr. Schultz recommended the bid be awarded to the low bidder, Asphalt Surfacing Co. MOTION by Beninga, seconded by Barth, to award the bid for Project MC 109-115-150-BM-14 to Asphalt Surfacing Co. in the amount of \$1,340,469.20. 4 ayes.

Shannon Schultz, Assistant Highway Superintendent, reported on the March 19, 2014, bid letting for Project MC Chip Seal-14, asphalt surface treatment on a total of 41.8 miles of county highways 104, 110, 122, 130, 146, 150, and 155. Seven bids were received from the following companies: McLaughlin & Schultz, Inc., \$1,019,681.70; Sta-bilt, \$1,023,540.55; ASCO, \$1,032,969.70; The Road Guy, \$1,042,552.07; Bituminous Paving Co., \$1,076,584.45; ASTECH Corp., \$1,131,731.85; and Missouri Petroleum, \$1,210,444.95. Mr. Schultz recommended the bid be awarded to the low bidder, McLaughlin & Schultz. MOTION by Kelly,

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seconded by Barth, to award the bid for Project MC Chip Seal-14 to McLaughlin & Schultz in the amount of \$1,019,681.70. 4 ayes.

APPOINTMENT

Ken McFarland, Commission Administrative Officer, reported on a need to appoint an additional member to the Minnehaha County Surplus Property Appraisal Board in order to have a quorum to conduct an appraisal on March 28, 2014. Two of the current board members will be out of state and therefore unable to participate in the appraisal. Connie Malone has been recommended for appointment to the Minnehaha County Surplus Property Appraisal Board. MOTION by Beninga, seconded by Barth, to appoint Connie Malone to the Minnehaha County Surplus Property Appraisal Board. 4 ayes.

LIAISON REPORTS

Commissioner Kelly reported that Sioux Falls Tomorrow will be holding a public meeting tonight, March 25, 2014, at 6:30 p.m. at the Holiday Inn.

OLD BUSINESS

Ken McFarland, Commission Administrative Officer, reported that the SDACC Spring Workshop that was cancelled last week due to weather has been rescheduled for Wednesday, April 2, 2014.

Commissioner Barth stated that our own state senators who were unable to support Minnehaha County and Senate Bill 111 were able to include \$400,000 in the budget for Pennington, Meade, and Beadle County Court Houses.

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

The Commission adjourned until 9:00 a.m. on Tuesday, April 1, 2014.

APPROVED BY THE COMMISSION:

Cindy Heiberger
Chairman

ATTEST:

Cynthia Jepsen
Deputy Auditor