

3/03/2015

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. March 3rd, 2015, pursuant to adjournment on February 24th, 2015. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Kelly. Also present were Bob Litz, County Auditor, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

Judge Doug Hoffman administered the Oath of Office to Auditor Robert Litz for his second term of Office.

Chairperson Heiberger called the meeting to order.

MOTION by Beninga, seconded by Kelly, to approve the agenda. 5 ayes.

MOTION by Beninga, seconded by Kelly, to approve the February 24, 2015, Commission Minutes and February 24, 2015 Joint County/City Minutes. 5 ayes.

### VOUCHERS TO BE PAID

MOTION by Barth, seconded by Bender, to approve the following bills totaling \$545,763.07 and February 2015 salaries. 5 ayes.

A To Z World Language Interpreters	6,370.00	Affordable Housing S Welfare Rent	300.00
Airway Service Inc Automotive/Sm	685.08	Airway Service Inc Gas,Oil,Diese	23.75
Andersen, Norma Bd Exp. Fees	163.50	Arena Motel Motels	745.00
Argus Leader - Adver Publishing Fe	2,670.00	Asphalt Surfacing Co Contr Co	100,692.30
At & T Safety & Resc	40.60	Avera Health Informa Medical Recor	32.10
Avera Health Plans I Cobra Insuran	3,059.76	Avera McKennan Hospi Blood Withdra	70.00
Avera McKennan Hospi Expenditures	250.00	Avera McKennan Hospi Hospitals	9,300.00
Baumgartner's Electr VOA, Dakotas	861.64	Bourne, Anna Bd Evaluation	1,080.00
Boyce, Greenfield,Pa Other Profess	100.00	Brandon Heights Welfare Rent	700.00
Brazil, Colleen Expert Witnes	550.00	Brevik Law Office Pr Attorney Fees	598.59
Brown & Saenger Office Suppli	169.53	Builders Supply Comp Bldg/Yard Rep	187.00
Bureau Of Informatio Contract Serv	7.75	Bureau Of Informatio Data Communic	420.00
Bureau Of Informatio Telephone	223.72	Butler Machinery Com Truck Repair/	2,394.11
Cain, Patty A Welfare Rent	800.00	Canda Properties Llc Welfare Rent	970.00
Carroll Institute IVC Housing	18,555.00	Cartridge World Data Processi	103.98
Century Business Lea Lease-Rental	306.61	Century Business Pro Maintenance C	687.85
Century Business Pro Office Suppli	5.50	Centurylink (Qwest) Contract Serv	24.58
Centurylink (Qwest) Data Communic	1,276.65	Centurylink (Qwest) Telephone	2,345.42
Cliff Avenue Auto Pa Truck Repair/	10.72	Columbia Dam Llc Welfare Rent	440.00
Constellation New En Natural Gas	9,318.64	Cook Huber, Kerri Attorney Fees	153.35
Counseling Resources Attorney Fees	825.00	Country View MHC Welfare Rent	292.00
Cummins Central Powe Jail Repairs	287.80	Danko Emergency Equi Automotive/Sm	275.20
Deans Bulk Svc Inc Parts Invento	987.25	Dedula, Carla F Court Reporte	1,801.20
Deutz, Brian Welfare Rent	950.00	DLRS Properties, Inc Welfare Rent	400.00
Downtown Living Llc Welfare Rent	450.00	Dynamic Services Llc Welfare Rent	530.00
EH Hospitality Llc Motels	255.00	Emdeon Business Serv Other Medical	49.00
Empire Baptist Templ Other Misc. R	150.00	Epsv Investments Llc Welfare Rent	500.00
Etterman Enterprises Bldg/Yard Rep	67.00	Fastenal Company Small Tools,	287.59
Fitts, Rod DbA Rod Welfare Rent	909.00	Fleetpride / Holt, I Parts Invento	148.14
Fremont Industries, Heat,Vent & A	433.50	Frontier Precision I Engineering S	55.50
Goebel Printing, Inc Printing/Form	425.10	Goth, Norma Welfare Rent	600.00
Grate, Leann Interpreters	360.00	Gunner, Andrea Court Reporte	73.00
Guzman, Sandra V. Interpreters	433.32	Hammer, Ralph Business Trav	47.00
Harmelink,Fox & Ravn Attorney Fees	558.50	Hartman, Linda M Education & T	100.00
Hewlett-Packard Comp Data Processi	1,060.88	HMN Hardware Inc Automotive/Sm	165.71
Hoffman, Katelynn Attorney Fees	1,513.80	Holiday Credit Offic Bridge Repair	21.99
Horn, Garrett Attorney Fees	438.00	Hy-Vee Accounts Rece Jury Fees	88.24
Hy-Vee Accounts Rece Pharmacies	47.98	I State Truck Center Parts Invento	382.54
Interstate All Batte Automotive/Sm	3.99	Interstate Office Pr Office Suppli	906.12
ISI Llc Interpreters	2,270.00	JCL Solutions-Janito Janitorial/Ch	132.93
Jefferson County (KY Return Of Ser	40.00	Jefferson Partners L Transportatio	479.00

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Jim Bork Enterprises	Printing/Form	50.00	Johnson, Richard L	Attorney Fees	391.50
Johnstone Supply	Heat,Vent & A	27.10	Johnstone Supply	VOA - Dakotas	376.81
Katterhagen, Mark	Bd Exp. Fees	30.00	Kauffman, David W. P	Psych Evals	3,009.00
Keller, Thomas M	Attorney Fees	1,185.91	Kennedy, Pier, Knoff	Attorney Fees	234.00
Khan, Imran	Other Misc. R	150.00	Khoroosi, Sam	Attorney Fees	63.00
Kmart	Pharmacies	47.46	Kmart Pharmacy	Pharmacies	41.27
Kone, Inc.	Correction Ct	307.99	Krueger Excavating,	Snow Removal	3,090.00
Larson, Robert F	Welfare Rent	600.00	Laughlin, Nicole	Attorney Fees	2,179.30
Lewis & Clark Bhs	Bd Evaluation	3,840.00	Lewno, Lucy	Bd Exp. Fees	1,930.63
Lincoln County(SD) S	Other Profess	46.50	Luther, Jeff	Medical Direc	2,500.00
Lutheran Social Svcs	Interpreters	150.00	McGowan, Aaron F	Business Trav	333.00
Menards - East	Bldg/Yard Rep	130.37	Metro Communications	Other Miscel	177,186.62
MidAmerican Energy C	Natural Gas	561.87	Midwest Oil Company,	Parts Invento	1,518.20
Miles, Ashley	Business Trav	17.76	Miles, Ashley	Education & T	92.00
Miller Funeral Home,	Burials	2,935.00	Miller, Michael	Education & T	252.15
Mills & Miller Inc	Road Material	10,153.12	Minndev Llc	Welfare Rent	800.00
Minnehaha Community	Park/Recreati	30.00	Morales, Edwin Db	HIDTA Grant	230.00
Multi-Cultural Cente	Interpreters	783.75	Murray Properties, L	Welfare Rent	1,000.00
Oconnor Company	HHS Maintenanc	1,132.00	Office Depot, Inc.	Data Processi	1,145.61
Office Depot, Inc.	Domestic Viol	44.48	Overhead Door Compan	Building Repa	352.04
Palisades Oil Compan	Welfare Utili	208.26	Palmer, Barbara	Bd Evaluation	1,575.00
Pettigrew Heights Lt	Welfare Rent	350.00	Presto-X-Company	Outside Repai	192.82
Psych Assoc Of Yankt	Bd Evaluation	500.00	Qualified Presort Se	Postage	15,589.49
R & L Supply, Ltd	Jail Repairs	3,547.10	RDO Equipment Co.	Heavy Eq. Rep	171.29
RDO Equipment Co.	Parts Invento	139.90	Redwood Estates Llc	Welfare Rent	242.00
Robsons Inc Db	Other Supplie	6.79	Rochester Armored Ca	Armored Car S	379.50
Ronning Commercial,	Welfare Rent	350.00	Ruben, Doris	Welfare Rent	350.00
Safe Home Ltd Ptnrsh	Notes Rec (SF	-2,110.49	Safe Home Ltd Ptnrsh	Other Misc. R	-1,483.60
Safe Home Ltd Ptnrsh	Rent Subsidie	12,658.00	Sanford Clinic - Fi	Other Miscel	23,296.50
Sanford Hospital	Blood Withdra	160.00	Sanford Hospital	Clinics - Aux	999.00
Sanford Occupational	Expenditures	596.39	Sanford Occupational	Other Profess	27.50
Schaefer, Dean	Court Reporte	1,107.00	SD Dept Of Public Sa	Other Miscell	160.00
SD Dept Of Revenue	Blood/Chemica	288.00	SD Dept Of Transport	Contracted Co	80.79
SD Div Of Criminal I	Professional	259.50	SD Human Services Ce	Clinics - Aux	101.60
SDACHS	Education & T	160.00	SF Surgical Physicia	Welfare Rent	500.00
Sheehan Mack Sales &	Parts Invento	118.95	SHI International Co	Software	241.56
Sign Design & Labeli	Automotive/Sm	370.00	Simpson, Richard	Other Misc. R	150.00
Sioux Empire Fair As	Mass Fatality	2,500.00	Sioux Empire Fair As	Other Miscell	12,500.00
Sioux Falls City Fin	Plumbing & We	14.50	Sioux Falls Ford, In	Gas,Oil,Diese	37.60
Sioux Falls Humane S	Other Miscell	3,468.38	Sioux Falls Rubber S	Office Suppli	141.70
Sioux Falls Utilitie	Electricity	9,624.11	Sioux Falls Utilitie	Water - Sewer	11,021.33
Sioux Falls Utilitie	Welfare Utili	77.15	Skorczewski, Jena	Court Reporte	247.00
Smith, Traci M.	Education & T	126.00	Southeastern Behavio	Crisis Interv	7,864.82
Southeastern Behavio	Other Profess	1,500.00	Stan Houston Equipme	Repair/Renova	369.60
Stronghold Counselin	Psych Evals	500.00	Sturdevant's Auto Pa	Small Tools,	157.80
Sturdevant's Auto Pa	Truck Repair/	16.41	Swanda, Karen	Bd Exp. Fees	193.50
Swier Law Firm Prof	Child Defense	617.70	Szameit, Alexandra	Interpreters	405.83
Tammen Oil	Automotive/Sm	1,107.40	Tammen Oil	Gas,Oil,Diese	23.38
Tendaire Ind Inc	Truck Repair/	225.56	The Hon Company Llc	Furniture & O	3,081.84
Thomson Reuters - We	Legal Researc	3,780.21	Thorin, Deyanira T	Interpreters	50.00
Titan Machinery	Truck Repair/	244.99	Turning Leaf Llc	Welfare Rent	500.00
Vanderpol-Bailey, Me	Other Profess	300.00	Variety Foods Llc	Other Profess	439.99
Verizon Wireless	Data Processi	1,097.40	Verizon Wireless	HIDTA Grant	93.59
Verizon Wireless	Safety & Resc	123.64	Verizon Wireless	Telephone	4,947.15
Vermeer High Plains	Automotive/Sm	69.10	Wal-Mart Pharmacy	Pharmacies	251.91
Wal-Mart Pharmacy	Pharmacies	111.37	Wilka & Welter Llp	Attorney Fees	1,656.25
Winter Inc	Bldg/Yard Rep	86.00	Woodall, Kristin A	Court Reporte	95.00
Xcel Energy, Inc.	Electricity	5,347.29	Xcel Energy, Inc.	Welfare Utili	286.24
Yankton County Sheri	Return Of Ser	325.00	Yankton County Treas	Attorney Fees	2,974.75
Zep Manufacturing Co	Janitorial/Ch	262.28	112 Inc Db	Welfare Rent	174.00
Commission	Salaries	30,299.21	Auditor	Salaries	43,095.84
Treasurer	Salaries	63,770.42	Information Tech	Salaries	62,450.01
States Attorney	Salaries	202,963.90	Public Defender	Salaries	138,086.96
Public Advocate	Salaries	34,529.50	Facilities	Salaries	57,518.10
Equalization	Salaries	71,331.27	Register Of Deeds	Salaries	42,927.07

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Human Resources	Salaries	20,566.76	Sheriff	Salaries	827,612.38
Emergency Mgmt	Salaries	14,896.00	Juvenile Detention	Salaries	156,861.60
Highway	Salaries	122,370.66	Human Services	Salaries	110,675.15
Museum	Salaries	58,553.06	Planning	Salaries	29,960.01
Extension	Salaries	2,864.00			

**PERSONNEL**

MOTION by Bender, seconded by Beninga, to approve the following personnel changes. 5 ayes.

1. To hire Albert Chagolla as Juvenile Correctional Officer I (12/2) for the Juvenile Detention Center at \$16.62/hour effective 3/4/15.
2. To hire Wade Warntjes as Deputy Public Defender (21/2) for the Public Defender’s Office at \$2,073.60/bi-weekly effective 3/4/15.
3. To accept the resignation of Kristyn VanAusdle as Correctional Officer in Training for the Jail effective 2/19/15.
4. To accept the resignation of Brian Crosby as Deputy Sheriff for the Sheriff’s Office effective 2/25/15.

**Step Increases Due**

1. John Olson – Safe Home Program Worker – Human Services – 9/7 to 9/8 – 1/14/15 – \$16.62/hour
2. Gwendolyn Mortinsen – Safe Home Program Worker – Human Services – 9/4 to 9/5 – 1/27/15 – \$15.43/hour
3. Brett Johnson – Caseworker II – Human Services – 17/7 to 17/8 – 2/3/15 – \$24.67/hour
4. Lorna McDermott – Correctional Officer – Jail – 13/3 to 13/4 – 1/23/15 – \$18.34/hour

**Special Personnel Action Requests**

Motion by Beninga, seconded by Bender, to approve the temporary promotion of Carmen Kasin from Juvenile Correctional Officer I to Juvenile Caseworker (17/10) for the Juvenile Detention Center at \$1,973.60/bi-weekly effective 3/2/15. 5 ayes.

To recognize the following significant employee anniversaries for March 2015: 5 years - Clark Baker, John Trana, Dean Hodgen, Alex Anderson, Jason Doppenberg; 10 years – Roger Buechler, Gregory McNamara, Jeff Thoreson, Travis Krueger, John Sites; 15 years – Melissa Godber, Diana Hummel, Randy Megard, Jolynn Harris, Shannon Hemenway, Travis Ripoperda; 30 years – Deb Dose.

To record volunteers in County Departments for February 2015. The list is on file at Human Resources

**NOTICES**

David Heinold, Planner 1, was present for the First Reading of Rezoning #15-03 to rezone from the A-1 Agricultural District to the I-1 Light Industrial District. The Property is legally described as Parcel A of Lot 1, Central Exchange Addition to the Town of Ellis, Section 10-T-101N-R50W, Located 1 ½ mile West of Sioux Falls in the unincorporated area of Ellis. MOTION by Kelly, seconded by Beninga, to authorize the Auditor to publish a Notice of Hearing to consider Rezoning #15-03. 5 ayes.

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MOTION by Beninga, seconded by Barth, to authorize the County Auditor to post a Notice of Hearing to consider 2014 Carryover Supplements from the General Fund to Various General Fund Budgets in the amount of \$513,193.80 and 2014 Carry Over Supplements \$945,054.64 from Special Revenue Funds to various Non-General Fund Budgets in the Amount of \$945,054.64. 5 ayes.

#### APPOINTMENT

MOTION by Kelly, seconded by Bender, to concur with the recommendation of Chairperson Heiberger to re-appoint Carol Twedt to the Minnehaha County Housing & Redevelopment Commission for a five year term. 5 ayes.

#### AGREEMENT

Jamie Gravett, Juvenile Detention Center Director, gave a briefing on an agreement between Minnehaha County and Kiehl Consulting Group LLC, to conduct a Prison Rape Elimination Act (PREA) compliance audit on April 1-3, 2015 for the Minnehaha County Regional Juvenile Detention Center. MOTION Beninga, seconded by Barth, to authorize the Chairperson to sign the agreement between Minnehaha County and Kiehl Consulting Group LLC, to conduct a Prison Rape Elimination Act (PREA) compliance audit. 5 ayes.

#### RESOLUTION

Jason Gearman, Deputy Sheriff Sergeant, gave a briefing on an agreement with Court Money to provide credit card, debit card, or electronic payments processing service for fees owed to the Sheriff for civil service, issuing pistol permits, and fingerprinting. MOTION by Barth, seconded by Kelly, to approve Resolution MC15-13. 5 ayes.

#### **RESOLUTION MC15-13**

#### **ESTABLISH A PROCESSING FEE TO COVER EXPENSES RELATED TO THE USE OF CREDIT, DEBIT OR OTHER ELECTRONIC FORMS OF PAYMENT RECEIVED BY THE SHERIFF'S OFFICE**

**WHEREAS**, the Minnehaha County Sheriff's Office provides civil services, including issuing permits and conducting background checks, that involve the collection of a fee.

**WHEREAS**, the Minnehaha County Sheriff's Office desires to accept credit card, debit card or electronic payments for civil services provided.

**WHEREAS**, **SDCL 4-3-28** grants political sub-divisions of the State of South Dakota the ability to collect a fee, in addition to the cost of services provided, in the amount sufficient to cover processing fee associated with use of a credit card, debit card or electronic payment.

**WHEREAS**, The Minnehaha County Sheriff's Office wishes to enter into an agreement with Court Money to provide credit card, debit card or electronic payments processing services at a rate of \$2.00 for payments in the amount of \$50.00 or less and 4% for payments over \$50.00

**THEREFORE, BE IT RESOLVED** by the Minnehaha County Board of Commissioners that the Minnehaha County Sheriff's Office is authorized to collect the dollar amounts described above as a processing fee associated with accepting credit card, debit card or electronic payments.

Dated this 3rd day of March, 2015

APPROVED BY THE COMMISSION:

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Cindy Heiberger, Commission Chairman

ATTEST:

Bob Litz, Auditor

#### BRIEFING

Chuck Martinell, 4-H Advisor, presented a briefing on the program activities of the Minnehaha County 4-H Program. Mr. Martinell introduced a new part time staff person, Nathan Skadsen. Mr Skadsen spoke of his South Dakota roots, his education in meteorology at UND, and previous experiences as a camp director. Mr. Martinell thanked the County for their continued support.

#### PROCLAMATIONS

MOTION by Barth, seconded by Bender, to issue a Proclamation Declaring March 17-18, 2015 as Sioux Empire Water Festival Days in Minnehaha County. 5 ayes.

MOTION by Kelly, seconded by Barth, to issue the 2015 Annual St. Patrick's Day Proclamation for O'Minnehaha County. 5 ayes.

#### LEGISLATIVE UPDATE

Ken McFarland, Commission Administrative Officer, gave an update and status report of the 90<sup>th</sup> Legislative Session on bills that impact Minnehaha County.

#### LIAISON REPORTS

Commissioner Barth reported on the 10 year Anniversary of the start of the Homeless Advisory Board. The meeting was held at the new Bishop Dudley Hospitality House. Mr. Barth commented on the full occupancy of the newly established facility.

Commissioner Heiberger reported on the Medical Catastrophic Fund Board annual invoice in the amount of \$22,481. Commissioner Heiberger indicated that in the future Carol Muller of Human Services would do a review comparing what we pay in as to what benefit has been received and recommend a course to the Commission.

MOTION by Beninga, seconded by Bender, to adjourn into executive session for litigation and personnel. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday March 10, 2015.

#### APPROVED BY THE COMMISSION:

Cindy Heiberger  
Chairperson

ATTEST:

Robert Litz  
Auditor