

4/12/2016

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. April 12, 2016, pursuant to adjournment on April 5, 2016. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Kelly. Also present were Cindy Jepsen, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

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

MINUTES APPROVAL

MOTION by Beninga, seconded by Bender, to approve the April 5, 2016, Commission Minutes. 5 ayes.

Commissioner Bender left the meeting.

VOUCHERS TO BE PAID

MOTION by Barth, seconded by Beninga, to approve the following bills totaling \$3,510,229.07. 5 ayes.

A & B Business Equip	Lease-Rental	166.57	A & B Business Equip	Office Equipm	72.62
Able Auto Glass	Automotive/Sm	45.00	Airteq	Safety & Resc	253.75
Argus Leader - Adver	Publishing Fe	728.75	Argus Leader - Subsc	Books	322.91
Armor Correctional H	Contr Serv	73,704.51	Avera Health Informa	Clinics - Aux	165.50
Avera Health Informa	Medical Recor	20.00	Avera McKennan Hospi	Physicians	98.20
Babinski Properties	Welfare Rent	485.00	Bender Companies Db	Welfare Rent	2,100.00
Billion's	Automotive/Sm	212.40	BK Holdings, Llc.	Welfare Rent	590.00
Blouin, Beau	Education & T	240.00	Boyer Trucks Sioux F	Automotive/Sm	3,364.91
Boyer Trucks Sioux F	Parts Invento	24.72	Boyer Trucks Sioux F	Truck Repair/	122.67
Brandon Apts	Welfare Rent	600.00	Brandon Heights Ltd	Welfare Rent	500.00
Brende, Schroeder &	Attorney Fees	1,496.50	Brende, Schroeder &	Child Defense	1,619.50
Brookings County She	Board Of Pris	65.00	Brown & Saenger	Office Suppli	19.78
Campbell Supply Co I	Bldg/Yard Rep	29.99	Campbell Supply Co I	Bridge Repair	35.97
Carlson, Lisa	Court Reporte	387.60	CBM Managed Services	Inmate Suppli	348.38
Century Business Pro	Lease-Rental	666.20	Century Business Pro	Maintenance C	411.54
Centurylink (Qwest)	Data Communic	1,199.90	Certified Languages	Interpreters	72.60
Christensen, David D	Heavy Eq. Rep	83.82	Christensen, David D	Small Tools,	85.84
Christopherson, Ande	Attorney Fees	312.80	Clausen Enterprises	Welfare Rent	400.00
Cody, Denise	Bd Exp. Fees	22.50	Cole Papers, Inc.	Janitorial/Ch	381.72
Cook Huber, Kerri	Attorney Fees	130.59	Country Meadows Apts	Welfare Rent	700.00
Country View MHC	Welfare Rent	307.00	Crooks Fire Dept	Crooks F.D.	14,801.50
Dakota Alignment & F	Truck Repair/	216.24	Dakota Data Shred	Lease-Rental	57.50
Dakota Data Shred	Other Repairs	43.52	Dakota Data Shred	Trash Removal	348.84
Dakotacare Cobra Ser	Cobra Insuran	1,699.35	Deans Bulk Svc Inc	Parts Invento	724.35
Double H Paving Inc	Snow Removal	7,936.50	Dover, Sena S	Bd Evaluation	2,350.00
Doyle, Betsy R	Education & T	150.00	Duffy, Ryan	Attorney Fees	290.40
Dunn, Katie	Education & T	126.00	EH Hospitality Llc	Motels	61.64
Election Systems & S	Office Suppli	770.81	Engbrecht, Roger	Welfare Rent	875.00
Essem, Luvan	Welfare Rent	550.00	Flaghouse Inc	Building Repa	180.00
Fleetpride / Holt, I	Heavy Eq. Rep	328.42	Fox, Natalie	Education & T	150.00
Gary's Gun Shop, Inc	Other Supplie	89.98	Global Tel Link (Gt	Telephone	28.41
Golden West	Telephone	165.83	Grainger, Inc.	Bldg/Yard Rep	268.70
Grainger, Inc.	Truck Repair/	675.32	Gunner, Andrea	Court Reporte	236.00
Guzman, Sandra V.	Interpreters	387.45	Hall, Vien V	Interpreters	50.00
Heartland Paper Comp	Kitchen/Clean	507.28	Heidepriem, Purtell	Attorney Fees	276.15
Heidepriem, Purtell	Child Defense	1,262.15	Herc-U-Lift	Automotive/Sm	742.07
Heritage Funeral Hom	Burials	7,415.00	Hillyard, Inc.	HHS Custodial	182.72
Hofer, Lindsay	Other Misc. R	500.00	Hurtgen, Timothy T/P	Welfare Rent	500.00
Hy-Vee Accounts Rece	Pharmacies	724.95	I State Truck Center	Heavy Eq. Rep	3.56
I State Truck Center	Parts Invento	18.68	Interstate Office Pr	Office Suppli	2,359.34
Jefferson Partners L	Transportatio	1,046.10	Johnson, Richard L	Attorney Fees	504.60
Kaschmitter Apprais	Other Profess	2,500.00	Kauffman, David W. P	Psych Evals	3,254.75
Koistra Harrisburg L	Welfare Rent	325.00	Konop, Brett	Welfare Rent	500.00
Kyra Enterprises Llc	Motels	350.00	Laber, Kristi	Sign Deposits	50.00

4/12/2016

Lacey Rentals Inc	Lease-Rental	105.00	Larson, Jeff	Attorney Fees	4,746.10
Larson, Jeff	Child Defense	1,863.15	Laughlin, Nicole	Attorney Fees	409.80
Laughlin, Nicole	Child Defense	394.80	Leaf Inc.	Office Suppli	129.80
Lewno, Lucy	Bd Exp. Fees	172.99	Lincoln County (SD)	Out Of County	116.50
Lutheran Social Svcs	Bd Evaluation	806.25	Malloy Electric Bear	Electrical Re	3,055.57
Martinell, Charles	Work Mileage	142.80	Master Blaster Inc	Bldg/Yard Rep	115.46
Meile-Rasmussen, Jac	Business Trav	170.52	Menards - East	Bridge Repair	37.61
Menards - East	Small Tools,	7.95	Menards - East	Truck Repair/	59.74
Metro Communications	Other Miscell	26,179.67	MidAmerican Energy C	Natural Gas	1,060.21
Miller, Michael	Education & T	416.98	Mills & Miller Inc	Road Material	2,791.45
Minnehaha Community	Park/Recreati	30.00	Motorola Solutions	2014 HLS Grant	6,410.39
Motorola Solutions	2015 HLS Grant	60,365.81	Mueller Pallets	Sign Deposits	50.00
Multi-Cultural Cente	Interpreters	165.00	Musa, Roba	Interpreters	100.00
Novak Sanitary Servi	Tea-Ellis Ran	17.85	Novak Sanitary Servi	Trash Removal	3,790.52
Office Depot, Inc.	Data Processi	181.83	Parkview, Llc	Welfare Rent	328.50
Phoenix Supply Llc	Inmate Suppli	1,112.00	Physio-Control Inc F	Safety & Resc	983.45
Pierre Parkside Deve	Business Trav	484.95	Pierre Parkside Deve	Travel - Bart	193.98
Pierre Parkside Deve	Travel - Kell	193.98	Qualified Presort Se	Postage	4,681.45
RDO Equipment Co.	Heavy Eq. Rep	1,529.09	Record Keepers, Inc.	Other Profess	263.24
SD Dept Of Public Sa	Other Miscell	207.00	SD Dept Of Revenue	Amounts Held	3,063,764.38
SD Dept Of Revenue	Commitment -	23,300.51	SD Dept Of Revenue	Commitment -	1,140.00
Sehr, Francis J/Sehr	Welfare Rent	400.00	SF Leased Housing As	Welfare Rent	1,471.00
SF Leased Hsg Author	Welfare Rent	500.00	Sherwin Williams	Building Repa	146.78
Sioux Equipment Co I	Truck Repair/	148.95	Sioux Falls City Fin	Blood/Chemica	7,035.00
Sioux Falls Utilitie	Welfare Utili	141.93	Sioux Valley Energy	Electricity	307.16
Sioux Valley Energy	Road Maint. &	134.57	Sioux Valley Energy	Tea-Ellis Ran	191.37
Sioux Valley Energy	Welfare Utili	68.00	Skorczewski, Jena	Court Reporte	1,596.00
Solomon, Ghirmay	Interpreters	50.00	Stem, Llc	Welfare Rent	450.00
Stronghold Counselin	Psych Evals	1,290.00	Sturdevant's Auto Pa	Automotive/Sm	3.75
Sturdevant's Auto Pa	Other Supplie	3.75	Sturdevant's Auto Pa	Parts Invento	5.52
Sturdevant's Auto Pa	Small Tools,	12.18	Sunshine Foods	Other Supplie	27.47
Sunshine Foods	Welfare Food	38.06	Swanda, Karen	Bd Exp. Fees	22.50
Szameit, Alexandra	Interpreters	451.66	Trail King Ind Inc	Truck Repair/	410.67
Triangle Properties	Welfare Rent	600.00	Turning Leaf Llc	Welfare Rent	700.00
Tyler Buildings Llc	Welfare Rent	500.00	Uline	Office Suppli	193.47
United Truck & Equip	Truck Repair/	959.00	V & S Inc	Uniform Allow	102.45
Valley Springs Fire	Valley Spring	12,259.00	Variety Foods Llc	Other Profess	318.66
Vavra, Jeff DbA Aga	Welfare Rent	495.00	Wal-Mart	Pharmacies	684.54
Wal-Mart Pharmacy	Pharmacies	28.20	Walton, Marcus	Attorney Fees	1,844.80
Weerheim, Tom	Attorney Fees	634.40	Wheelco Brake & Supp	Automotive/Sm	272.92
Wheelco Brake & Supp	Truck Repair/	2,155.98	Wilka & Welter Llp	Attorney Fees	682.14
Wilka & Welter Llp	Child Defense	1,899.90	Willow Partners Llc	Welfare Rent	1,200.00
Wol, Peter	Welfare Rent	575.00	Wolf, John	Welfare Rent	250.00
Xcel Energy, Inc.	Electricity	360.73	Xcel Energy, Inc.	Welfare Utili	2,366.14
Xigent Solutions	Maintenance C	4,293.28	Yankton County Sheri	Return Of Ser	175.00
YMCA SF Housing / Ym	Welfare Rent	500.00	Zabel Steel Co.	Truck Repair/	17.01

Commissioner Bender rejoined the meeting.

REPORT

The Minnehaha County Sheriff's Department report for March 2016 was received and placed on file in the Auditor's Office.

PERSONNEL

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

1. To hire Jody Moss as Senior Accounting Technician (12/5) for the Auditor's Office at \$17.90/hour effective 4/19/16.

4/12/2016

2. To promote Kenneth Hasbrouck from Corporal to Deputy Sheriff Sergeant (20/3) for the Jail at \$25.29/hour effective 4/16/16.
3. To promote Amy West from Accountant to Assistant Treasurer (21/5) for the Treasurer's Office at \$27.91/hour effective 4/6/16.
4. To promote Kelli Nyhof from Senior Tax and License Technician to Accountant (16/5) for the Treasurer's Office at \$21.80/hour effective 4/6/16.
5. To end the variable hour employment of Dennis Sutter as Facilities Worker for Facilities effective 4/4/16.
6. To end the variable hour employment of Mishita Garg as Clerical Worker for the Public Advocate's Office effective 4/1/16.
7. To hire Justin DuChene as Corrections System Operator (9/5) for the Jail at \$15.43/hour effective 4/18/16.

Step Increases

1. Mark Narveson – Road Maintenance Team Member – Highway – 12/11 – 4/7/16 - \$20.75/hour
2. Shannon Schultz – Assistant Highway Superintendent – Highway – 22/15 – 3/19/16 - \$3,155.20/bi-weekly
3. Kersten Kappmeyer – Chief Civil Deputy State's Attorney – State's Attorney's Office – 25/6 – 3/4/16 - \$3,397.60/bi-weekly

ABATEMENTS

MOTION by Barth, seconded by Bender, to approve the following 2015 property tax abatements representing the Elderly Assessment Freeze: RDID 16032, \$509.20; RDID 53264, \$1,483.42; RDID 42521, \$1,044.12. 5 ayes.

LIEN COMPROMISE

Robert Wilson, Assistant Commission Administrative Officer, gave a briefing on a request for compromise of lien for DPNO 69017 in the amount of \$2,334.60. The lien is for Human Services assistance, Public Defender services, and Public Advocate services in 2009 and 2010. The applicant is in the process of purchasing a home and needs to resolve the lien prior to the closing on April 22, 2016. The applicant's 2015 income tax return lists a total income of \$38,000, and a tax refund of approximately \$6,300. She lists assets of \$1,300 in checking and savings, \$12,000 in retirement savings, and two vehicles. She lists liabilities of \$14,200 owed to a credit union. The applicant is requesting a compromise and release of the lien in full upon payment of \$1,500. The applicant was present and addressed the Commission regarding her request. MOTION by Bender, seconded by Barth, to approve Resolution MC16-16. 4 ayes. Kelly voted nay.

RESOLUTION MC16-16

WHEREAS, a County Aid Lien in the amount of \$2,334.60, purports to exist in favor of Minnehaha County and against DPNO 69017 as Lienee, and

WHEREAS, said lienee has filed an application with the County Auditor stating such facts as provided for by Law,

4/12/2016

NOW, THEREFORE, BE IT RESOLVED that after due consideration of the circumstances the Board of County Commissioners finds it advisable and proper to authorize the Chairman of the County Board and the County Auditor to execute the following:

Compromise and release the lien in full upon payment of \$1,500.

If payment is not made within one year from approval, this agreement is null and void.

Dated at Sioux Falls, South Dakota, this 12th day of April, 2016.

APPROVED BY THE COMMISSION:

Cindy Heiberger
Chairman

ATTEST:

Cynthia Jepsen
Deputy County Auditor

PUBLIC COMMENT

Dale Gardner, 609 S. Gardner Drive, addressed the Commission regarding an issue with a bare lot he owns. Mr. Gardner was directed to work with staff on his issue.

HEARING

Deferred from March 29, 2016.

David Heinold, Planner, requested an additional deferral on Drainage Permit Application #16-03 from Don Ordal to conduct agricultural drainage on property legally described as W ½ NW ¼ Section 24-T104N-R52W. The additional deferral would allow time for staff and all involved parties to visit the site and discuss the matter of the proposed drainage, as well as further organize information. MOTION by Bender, seconded by Barth, to defer this item until May 10, 2016. 5 ayes.

PROCLAMATION

Daren Ketcham, Metro Communications Director, introduced Metro Communications staff members Jesseca Mundahl, Adriann Burden and Jared Hoffman, who were present at the meeting. Mr. Ketcham read a proclamation recognizing April 10th through April 16th as National Public Telecommunications Week in Minnehaha County. MOTION by Kelly, seconded by Beninga, to issue the proclamation. 5 ayes.

RESOLUTION

Robert Litz, Auditor, presented a resolution establishing a Capital Accumulations Fund and recommended an initial designation from the General Fund to the Capital Accumulations Fund in the amount of \$1,000,000. MOTION by Kelly, seconded by Barth, to approve a resolution establishing a Capital Accumulations Fund in an amount not to exceed \$5,000,000 and an initial transfer of \$1,000,000 from the General Fund to the Capital Accumulations Fund. Commissioner Beninga stated he would like to wait until during the budget process to determine the dollar amount to designate. Commissioner Bender agreed with Beninga. MOTION by Kelly, seconded by Beninga to amend the motion by authorizing an initial designation of \$100,000 to the Capital Accumulations Fund. VOTE on amendment, 5 ayes. VOTE on main motion as amended approving Resolution MC16-17. 5 ayes.

RESOLUTION MC16-17

4/12/2016

WHEREAS, the Minnehaha County Commission has determined that it is in the County's best interest to establish a General Fund Assigned Fund Balance for Capital Accumulations; and

WHEREAS, SDCL 7-21-51 provides for the accumulation of funds for a period of longer than one year for a capital outlay purpose; and

WHEREAS, the Minnehaha County Commission has determined that the accumulated funds are to be assigned for the purchase of an Enterprise Resource Planning System; and

WHEREAS, the Minnehaha County Commission has determined that the initial amount to transfer is \$100,000 from the General Fund Unassigned Fund Balance to the Assigned Fund Balance for Capital Accumulations; and

WHEREAS, the Minnehaha County Commission intends to designate additional funds as deemed necessary to accumulate an amount not to exceed \$5,000,000 for the proposed Enterprise Resource Planning System, and

WHEREAS, the funds to be accumulated shall be expended within eighty-four months from the date of this resolution, now

THEREFORE BE IT RESOLVED, that the Minnehaha County Auditor is hereby directed to transfer the appropriate amount from the General Fund Unassigned Fund Balance to the General Fund Assigned Fund Balance for Capital Accumulations.

Dated this 12th day of April 2016.

APPROVED BY THE COUNTY COMMISSION:

Cindy Heiberger

Chair

ATTEST: Bob Litz, Auditor

Cynthia Jepsen

Deputy Auditor

AGREEMENT

Kari Benz, Human Services Director, and Jamie Phelps, Emergency Services Manager, presented a one year agreement between Minnehaha County and Lincoln County for Human Services Caseworker Services. The terms of the agreement are for Lincoln County to reimburse Minnehaha County for its services at the rate of \$5,913.87 per month. Minnehaha County personnel will spend approximately 24 hours per week providing services to Lincoln County. The total projected cost of the agreement is \$70,966.47. MOTION by Beninga, seconded by Barth, to approve the Agreement for Casework Services between Minnehaha County and Lincoln County beginning on April 1, 2016 through March 31, 2017. 5 ayes.

LIAISON REPORTS

Commissioner Kelly reported an audit of the Housing and Redevelopment Commission went well.

NEW BUSINESS

Commissioner Barth encouraged everyone to vote today.

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

The Commission adjourned until 9:00 a.m. on Tuesday April 19, 2016.

4/12/2016

APPROVED BY THE COMMISSION:

Cindy Heiberger
Chair

ATTEST:

Cynthia Jepsen
Deputy Auditor