

03/21/2017

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. March 21, 2017, pursuant to adjournment on March 14, 2017. Commissioners present were: Barth, Beninga, Heiberger, and Karsky. Commissioner Bender was absent. Also present were Olivia Larson, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

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

#### MINUTES APPROVAL

MOTION by Heiberger, seconded by Barth, to approve the March 14, 2017, Commission Minutes. 4 ayes.

#### VOUCHERS TO BE PAID

MOTION by Barth, seconded by Karsky, to approve the following bills totaling \$478,231.55. 4 ayes.

A & B Business Solut	Lease-Rental	65.84	A & B Business Solut	Maintenance C	1,151.60
A Bar K Inc	Automotive/Sm	7.95	A To Z World Languag	Interpreters	3,847.50
Active Generations	Advertising	43.20	Airgas Inc	Lease-Rental	38.55
Airway Service Inc	Gas,Oil,Diese	303.06	Allied Oil & Tire Co	Automotive/Sm	39.50
Applied Engineering	Software	2,300.00	Arena Motel	Motels	742.72
Argus Leader Adver	Advertising	520.00	Armor Correctional H	Contract Se	219,812.04
Austad, Dean B	Welfare Rent	495.00	Avera Health Informa	Clinics Aux	109.00
Avera Health Informa	Medical Recor	43.50	Avera Health Plans	Expenditures	2,331.02
Avera McKennan Hospi	Blood Withdra	312.00	Avera McKennan Hospi	Hospitals	11,800.01
Axis Forensic Toxic	Lab Costs	300.00	Bankers Equip Svc In	Maintenance C	206.06
Berg, Robin A	Welfare Rent	500.00	BerryDunn	Consultants	1,355.00
Billion Empire Motor	Automotive/Sm	3,500.77	Billion Empire Motor	Gas,Oil,Diese	38.00
Blackstrap Inc	Road Material	5,568.59	Bosman, Joseph	Uniform Allow	50.99
Boyer Trucks Sioux F	Truck Repair	92.43	Brown & Saenger	Furniture & O	283.66
Brown & Saenger	Notary Exp	86.95	Budget Auto Repair	Automotive/Sm	54.30
Builders Supply Co	Building Repa	823.50	Butler Machinery Co	Parts Invento	30.64
C&R Supply Inc	Truck Repair	45.60	Cartridge World	Data Processi	1,568.85
Center For Family Me	Other Profess	681.00	Century Business Pro	Maintenance C	910.73
Centurylink QC	Telephone	1,557.94	Certified Languages	Interpreters	16.50
Change Healthcare So	Data Processi	49.00	Chief Supply	Uniform Allow	830.71
Choi, Kon	Welfare Rent	500.00	Clites Consulting In	Hospital Prep	2,270.75
Cole Papers Inc	Janitorial/Ch	218.68	Computer Forensic Re	Other Profess	4,160.00
Constellation New En	Natural Gas	13,476.77	Country View MHC	Welfare Rent	700.00
Coverttrack Group In	HIDTA Grant	1,610.00	Creative Prod Sourci	Other Supplie	90.19
Dakota Data Shred	Trash Removal	144.00	Dakota Fluid Power I	Truck Repair	571.37
Dakota Psychological	Psych Evals	3,739.50	Dakotaland Autoglass	Automotive/Sm	200.00
Daybreak	Gas,Oil,Diese	42.10	Deraad Welding & Mac	Truck Repair	80.00
Dike, Chris A	Welfare Rent	425.00	Dive Rescue Intl Inc	Other Miscell	12.19
Double H Paving Inc	Snow Removal	9,317.00	Dover, Sena S	Bd Evaluation	1,170.00
EH Hospitality LLC	Motels	500.00	Ekeren, Marvin R	Bd Exp Fees	30.00
Electric Constructio	Electrical Re	80.61	Embe	Education & T	200.00
Etc/Expo For Her Mag	Program Activ	550.00	ETMC EMS	Education & T	40.00
Etterman Enterprises	Parts Invento	62.50	Evans, Preston	Investigators	277.20
Falls Community Heal	Clinics Aux	1,075.12	Family Service Inc	Expenditures	520.00
Fastenal Co	Automotive/Sm	1.59	Fastenal Co	Building Repa	51.98
Fastenal Co	Small Tools	321.81	Fenderson, Mark D	Fingerprint/T	25.00
First Premier Bank	Investigators	87.37	Fleetpride Holt I	Automotive/Sm	29.64
Fleetpride Holt I	Truck Repair	99.25	G&R Controls Inc	Janitorial/Ch	225.75
Gambium Ltd Co	Program Activ	75.00	Garretson Community	Transportatio	300.00
Gas Lite Manor Ltd P	Welfare Rent	313.00	Genzlinger, Janeen	Court Reporte	95.20
Goebel Printing Inc	Office Suppli	44.64	Goebel Printing Inc	Printing/Form	248.50
Graham Tire Co No	Heavy Eq Rep	90.00	Great Western Bank	Welfare Rent	323.46
Gunner, Andrea	Court Reporte	368.60	Guzman, Sandra V	Interpreters	199.97
H & R Roofing Of SD	Building Repa	125.00	Hanson, Heath	Welfare Rent	650.00
Heartland Paper Co	Janitorial/Ch	29.95	Heartstarters LLC	Education & T	35.00
Helpline Center Inc	Program Activ	55.00	Heritage Apartments	Welfare Rent	368.00

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Heritage Funeral Hom	Burials	2,000.00	Hobby Lobby Stores I	Program Activ	23.92
Horizon Agency Inc	Expenditures	2,567.50	Hospitality Apts Ltd	Welfare Rent	500.00
Howalt McDowell Ins	Notary Exp	150.00	Howe Inc	Jail Repairs	4,990.00
Howe Inc	Plumbing & We	921.74	Howes Oil Co In	Gas,Oil,Diese	13,423.90
HyVee Accounts Recei	Pharmacies	32.61	Interstate Office Pr	Furniture & O	99.99
Interstate Office Pr	Office Suppli	1,820.75	Iosty, James	Bd Exp Fees	7,272.00
Iosty, James	Crisis Interv	315.00	ISI LLC	Interpreters	380.00
ISS Facility Svcs-Mi	Contract Serv	16,205.00	Janssen, Mia	Other Misc R	300.00
JCL Solutions	HHS Custodial	678.40	JCL Solutions	Kitchen/Clean	2,790.71
Jim & Rons Service I	Other Profess	65.00	Jim Bork Enterprises	Printing/Form	468.00
Jost, Bethany	Education & T	171.00	Kansas County Apprai	Education & T	260.00
Katterhagen, Mark	Bd Exp Fees	52.50	Kemp, David W	Store Invento	134.73
Kerkvliet, Sarah	Education & T	139.00	Kohlhoff, Kari	Program Activ	10.06
Konda, Yousif	Interpreters	100.00	Kone Inc	Other Profess	59.13
Kyra Enterprises LLC	Motels	890.00	Lewis & Clark BHS	Bd Evaluation	2,240.00
Lewno Law Office	Bd Exp Fees	440.42	Locators & Supplies	Road Maint	720.92
Loving, Philip	Bd Evaluation	2,280.00	Lowes Credit Service	Road Material	332.00
Lutheran Social Svcs	Interpreters	700.00	Lyle Signs Inc	Sign Supply/I	707.00
Mailway Printers	Museum Report	1,305.00	Malloy Electric Bear	Truck Repair	15.12
Marco Technologies L	Lease-Rental	170.00	Marco Technologies L	Maintenance C	75.28
Martinell, Charles	Work Mileage	185.22	Meadowland Apts	Welfare Rent	556.00
Medstar Paramedic In	Transportatio	200.00	Menards	Collections S	24.95
Microfilm Imaging Sy	Contract Serv	5,448.60	Midamerican Energy C	Natural Gas	1,330.06
Midco	Data Communic	248.00	Midco	Telephone	85.00
Midstates Utility Tr	Small Tools	59.40	Midwest Alarm Co	Building Repa	185.04
Midwest Alarm Co	HHS Maintenanc	139.79	Midwest Alarm Co	VOA Dakotas	101.28
Midwestern Mechanica	Plumbing & We	172.95	Miller Funeral Home	Burials	6,000.00
Minn Cnty Human Svcs	Other Supplie	135.00	Morse Correctional	Contract Serv	800.00
Multicultural Center	Interpreters	632.50	Murray Properties, L	Welfare Rent	1,100.00
NACo	Business Trav	490.00	NACo	Travel Heib	490.00
NE Dept Of Motor Veh	Copy Fees	3.00	Neve's Uniforms	Uniform Allow	3,485.48
Niewenhuis, Robyn	Expert Witnes	783.00	Norberg Paints Inc	Building Repa	18.08
Norberg Paints Inc	Janitorial/Ch	29.16	Novak Sanitary Servi	Trash Removal	233.74
Nyberg's Ace Hardwar	Automotive/Sm	12.76	Oreilly/First Call A	Truck Repair	92.18
Osborn, Roxane R	Court Reporte	58.00	Peterson, Tom	Business Trav	149.00
Pharmchem Inc	Testing Suppl	966.00	Pheasantland Industr	Printing/Form	235.14
Pollard Law PC	Bd Exp Fees	217.50	Qualified Presort Se	Postage	102.57
Quality Efficiencies	Motels	500.00	Record Keepers Inc	Other Profess	257.32
Record Keepers Inc	Records Stora	2,351.70	Redwood Toxicology L	Program Suppl	1,080.00
Redwood Toxicology L	Testing Suppl	1,800.00	RLM Properties LLC	Welfare Rent	450.00
Rochester Armored Ca	Armored Car S	379.50	Rods Property Manage	Welfare Rent	600.00
Sanford Clinic Fi	Other Miscell	58.00	Sanford Laboratories	Lab Costs	81.38
Sanford Occupational	Other Profess	66.20	Sanford Occupational	Professional	96.20
Schmidt, Melissa	Business Trav	249.00	SD Assn Of County Of	Amounts Held	3,700.00
SD Dept Of Revenue	Lab Costs	140.00	SD Dept Of Revenue	Other Misc R	647.93
SD Dept Of Revenue	Store Sales	53.47	SD Dept Of Transport	Education & T	75.00
SD Div Of Criminal I	Professional	86.50	SD Human Services Ce	Other Profess	600.00
SD Secretary Of Stat	Notary Exp	120.00	SF Auto Trim & Uphol	Automotive/Sm	195.20
Shi International Co	Software	966.24	Short Elliott Hendri	Architects	16,707.41
Sigler Fire Equipmen	Outside Repai	72.00	Sioux Falls City Fin	Blood/Chemica	2,800.00
Sioux Falls City Fin	Grounds & Par	25.00	Sioux Falls City Fin	Gas,Oil,Diese	7,546.84
Sioux Falls City Fin	HIDTA Grant	111.08	Sioux Falls Psycholo	Other Profess	2,350.00
Sioux Falls Utilitie	Water Sewer	1,759.65	Sioux Falls Utilitie	Welfare Utili	46.94
Skorczewski, Jena	Court Reporte	167.20	Southeastern Behavio	Crisis Interv	5,560.63
Streichers Inc	2014 JAG Gran	659.67	Sturdevant's Auto Pa	Small Tools	37.00
Sturdevant's Auto Pa	Truck Repair	18.36	Super Fast Auto Glas	Automotive/Sm	354.10
Super Fast Auto Glas	Truck Repair	134.34	Sure Test Inc	Professional	35.00
Swanda, Karen	Bd Exp Fees	22.50	Szameit, Alexandra	Interpreters	350.00
TCN Inc	Telephone	32.59	The Keg	Jury Fees	140.80
Thomson Reuters We	Legal Researc	4,187.96	Tires Tires Tires In	Gas,Oil,Diese	67.81
Transport Refrigerat	Truck Repair	59.14	Turnwall, Dennis	Fingerprint/N	50.00
Ultramax Ammunition	Ammunition	5,412.00	Variety Foods LLC	Other Profess	607.10
Verizon Wireless	Data Processi	1,059.34	Verizon Wireless	HIDTA Grant	94.04
Verizon Wireless	Safety & Resc	163.73	Verizon Wireless	Telephone	4,837.91
Volunteers Of Americ	Other Profess	2,550.00	Walgreen Co	Pharmacies	100.62

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Westbrooke Apts LLC	Welfare Rent	500.00	Wet Rhino Truck Wash	Truck Repair	100.00
White, Ben	Welfare Rent	500.00	Wilka & Welter LLP	Attorney Fees	488.79
Workforce	Recruitment	960.00	Wynia, Wallace	Education & T	370.36
Xcel Energy Inc	Electricity	462.44	Xcel Energy Inc	VOA Dakotas	629.35
Xcel Energy Inc	Welfare Utili	651.23	Yankton County Sheri	Return Of Ser	300.00
Yankton County Treas	Attorney Fees	1,173.40	Yellow Cab Co Inc	Transportatio	28.80
Zee Medical Service	Office Suppli	76.30			

## REPORTS

The February 2017 Coroner Report has been received and placed on file in the Auditor's Office.

## PERSONNEL

MOTION by Karsky, seconded by Heiberger, to approve the following personnel changes. 4 ayes.

1. To hire Sharon Eining as Victim Witness Assistant (16/5) for the State's Attorney's Office at \$22.24/hour effective 3/27/17.
2. To hire Jonathan Kayl as seasonal Grounds Worker for Facilities at \$12.25/hour effective 3/20/17.
3. To discharge Justin Winters as Deputy Sheriff Sergeant for the Jail effective 2/24/17.

## Step Increases

1. Debra Knudsen – Administrative Assistant – Extension – 12/9 – 3/1/17 - \$20.15/hour
2. Jeanette Spaans – Caseworker – Human Services – 16/7 – 3/11/17 - \$23.37/hour
3. Dean Hodgen – Caseworker – Human Services – 16/10 – 3/17/17 - \$25.16/hour
4. Gail Eiesland – Senior Deputy State's Attorney – State's Attorney's Office – 22/6 – 1/28/17 - \$2,576.80/bi-weekly
5. Mark Hodges – Deputy State's Attorney – State's Attorney's Office – 21/8 – 2/8/17 - \$2,452.80/bi-weekly
6. Kersten Kappmeyer – Chief Civil Deputy State's Attorney – State's Attorney's Office – 25/11 – 3/4/17 - \$3,920.80/bi-weekly
7. Steven Millage – Programmer Analyst II – Information Technology – 21/12 – 3/16/17 - \$33.84
8. Julie Anderson – Administrative Secretary – Juvenile Detention Center – 10/5 – 2/18/17 - \$16.53/hour
9. Michael Larson – Correctional Officer – Jail – 13/5 – 1/27/17 - \$19.18/hour
10. Calvin Kastner – Correctional Officer – Jail – 13/9 – 3/5/17 – \$21.17/hour
11. Lorna McDermott – Correctional Officer – Jail – 13/7 – 1/23/17 - \$20.15/hour
12. Timothy Gustafson – Corporal – Jail – 17/6 - 2/18/17 - \$23.95/hour

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PLANNING & ZONING NOTICE

Upon the request of Scott Anderson, Planning & Zoning Director, MOTION by Barth, seconded by Heiberger, to authorize the Auditor to publish a notice of hearing on April 18, 2017, for consideration of the repeal of Ordinance MC38-10, the 2010 Revised Drainage Ordinance of Minnehaha County, the Minnehaha County Drainage Plan, and to dissolve the Minnehaha County Drainage Board. 4 ayes.

BUDGET HEARING

Kim Adamson, Finance and Budget Officer, was present for the scheduled budget hearing to consider 2016 carryover supplements. The carryovers from the 2016 budget cover projects not completed at the end of 2016 and carryover of the remaining 2016 balance in unspent contributions and dedicated grant budgets. MOTION by Heiberger, seconded by Karsky, to approve Resolution MC17-10. 4 ayes.

RESOLUTION MC17-10  
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2017 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 21<sup>st</sup> day of March, 2017, 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:

2016 Carryovers & Other 2017 Supplements		
From Fund	To Budget	Amount
General	Facilities	\$ 4,007.69
	Human Services	\$ 84,171.81
	Jail	\$ 152,856.84
	Museum Operations	\$ 13,865.95
	Pettigrew Maintenance	\$ 4,517.74
	Safe Home	\$ 5,362.83
	Sheriff	\$ 67,725.12
<b>Total General Fund</b>		<b>\$ 332,507.98</b>
Highway	Highway	\$ 1,453,343.47
Emergency Management	Emergency Management	\$ 20,206.09
JAG Grants	JAG Grants	\$ 32,044.83
Pass thru	Pass thru	\$ 113,849.14

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Building	Building	\$ 621,907.00
		<b>\$ 2,241,350.53</b>

**Total Special Revenue Funds**

## APPROVED BY THE COUNTY COMMISSION:

Gerald Beninga  
Chairman

## ATTEST:

Olivia Larson  
Deputy Auditor

## AGREEMENTS

Jamie Gravett, Juvenile Detention Center Director, presented an agreement between Minnehaha County and Integrated Technology & Security (ITS) for the replacement of security cameras at the Juvenile Detention Center at a cost of \$66,891. ITS will remove existing equipment and install and program equipment. An ITS factory trained technician will install, train, and commission the system. All existing cameras will be replaced and new areas will be chosen for additional cameras in previous no coverage areas. The agreement also includes new servers, the software required to run the system, and all cables. MOTION by Karsky, seconded by Heiberger, to authorize the Chair to sign the Video Security Agreement with Integrated Technology & Security for the replacement of the Juvenile Detention Center security camera system at a cost of \$66,891. 4 ayes.

Joe Bosman, Deputy Sheriff Lieutenant, presented an annual agreement to participate in the Federal Equitable Sharing Program. The program allows for participants to receive a share of federally forfeited proceeds that may be used for law enforcement purposes. MOTION by Barth, seconded by Karsky, to authorize the Chair to sign the Federal Equitable Sharing Agreement and Certification. 4 ayes.

Jamie Phelps, Quality Assurance and Improvement 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 \$5,984.03 per month. Lincoln County will pay the cost of the Lincoln County landline phone and fax. Minnehaha County will pay for the Lincoln County cell phone. The total projected cost of the agreement is \$71,808.36. MOTION by Barth, seconded by Karsky, to approve the Agreement for Casework Services between Minnehaha County and Lincoln County beginning on April 1, 2017 through March 31, 2018. 4 ayes.

Monte Watembach, Information Technology Director, presented a Consulting Agreement between Minnehaha County and BerryDunn for project management of the Enterprise Resource Planning software implementation. BerryDunn will provide 94 weeks of project management and 48 on-site trips at a total cost of \$384,212. MOTION by Karsky, seconded by Heiberger, to authorize the Chair to sign the Consulting Agreement with BerryDunn for project management of the Enterprise Resource Planning software implementation at a cost of \$384,212. 4 ayes.

## LIAISON REPORTS

Commissioner Karsky reported on the March 16, 2017, planning session for the Triage Center where a business model and best practices were discussed.

Commissioner Barth reported on attending the March 20, 2017, Southeast District Meeting where communication with the State of South Dakota departments, mental health issues, and windmills were discussed.

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Commissioner Heiberger reported on attending the South Dakota Association of County Officials New Officials Workshop last week. Commissioner Barth also attended the workshop and reported on discussion of topics such as running a jail and mental health.

MOTION by Barth, seconded by Heiberger, to adjourn into executive session for contract and personnel. 4 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday March 28, 2017.

APPROVED BY THE COMMISSION:

Gerald Beninga

Chair

ATTEST:

Olivia Larson

Deputy Auditor