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THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. January 5, 2016, pursuant to adjournment on December 29, 2015. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Kelly. Also present were Cindy Jepsen, Commission Recorder, and Sara Show, Senior Deputy State's Attorney.

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

ELECTION OF 2016 CHAIRPERSON AND VICE-CHAIRPERSON

Chairperson Heiberger called for nominations for the 2016 Commission Chairperson. MOTION by Beninga, seconded by Bender, to nominate Cindy Heiberger as Commission Chairperson for 2016. MOTION by Kelly, seconded by Barth, to nominate Jeff Barth as Commission Chairperson for 2016. VOTE on nomination to elect Cindy Heiberger as the 2016 Commission Chairperson, 3 ayes, Barth and Kelly voted nay. Motion carries.

Chairperson Heiberger called for nominations for the 2016 Commission Vice-Chairperson. MOTION by Bender, seconded by Beninga, to nominate Gerald Beninga as Commission Vice-Chairperson for 2016. VOTE to elect Gerald Beninga as the 2016 Commission Vice-Chairperson, 5 ayes.

DESIGNATION OF OFFICIAL NEWSPAPERS

Robert Wilson, Assistant Commission Administrative Officer, reported on proposals received from Argus Leader Media and Anderson Publications for designation as official county newspapers. The proposal from the Argus Leader Media included a rate for the Argus Leader of \$5.39 per inch, and for the Dell Rapids Tribune of \$.311 per line with a 10% discount for minutes. This is the same rate since 2004. They also offered a combo rate for publishing in both the Dell Rapids Tribune and Brandon Challenger of \$.555 per line if the Brandon Challenger is also designated as a legal publication. Anderson Publication's proposal requested designation of the Minnehaha Messenger as an official county newspaper at a rate of \$.311 per line. This is the same rate as in 2015. Last year Anderson Publications also published in the Garretson Gazette at no additional charge. In November 2015 Anderson Publications sold the Garretson Gazette to Garrick Moritz. Mr. Moritz has committed to continue publishing county legal notices in the Garretson Gazette at no additional cost. The Garretson Gazette meets all statutory requirements to be designated as a legal newspaper. Mr. Wilson reported that the county spends on average per month \$3,678.09 for legal publishing in the Argus Leader, \$1,471.96 for legal publishing in the Dell Rapids Tribune, and \$1,038.59 for legal publishing in the Minnehaha Messenger. Kelly Redfearn, Advertising Director for the Argus Leader, was present and stated that in 2016 there will be a link to the Commission Minutes and Legals on the home page of argusleader.com. MOTION by Beninga, seconded by Bender, to designate the Argus Leader, Dell Rapids Tribune, and the Minnehaha Messenger as Minnehaha County's official newspapers for 2016. Commissioner Heiberger stated that the County could save approximately \$16,000 a year if they would designate the Garretson Gazette as a legal newspaper instead of the Dell Rapids Tribune. Commissioner Beninga withdrew his motion. MOTION by Barth, seconded by Beninga, to designate the Argus Leader, Minnehaha Messenger, and Garretson Gazette as Minnehaha County legal newspapers for 2016. 5 ayes.

RECORD OF NON-ELECTED DEPARTMENT HEADS

Chairperson Heiberger read the list of non-elected Department Heads, as of January 1, 2016.

Carol Muller	Commission Office
Monte Watembach	Information Technology
DJ Buthe	Highway
Jamie Gravett	Juvenile Court Center
Lloyd Olson	Facilities
Bill Hoskins	Museum
Carey Jo Deaver	Human Resources
Scott Anderson	Planning/Parks

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Julie Hofer	Public Advocate
Traci Smith	Public Defender
Kari Benz	Human Services
Kyle Helseth	Equalization
Lynn DeYoung	Emergency Management

The following are listed as positions of public interest and are not department head positions:

Daren Ketcham	Metro Communications
Ralph Hammer	Weed & Pest
Patricia Kroupa	Veteran Service Officer
Charles Martinell	4-H Advisor

CORONER APPOINTMENT

MOTION by Beninga, seconded by Barth, to re-appoint Dr. Kenneth Snell as Coroner for a 1 year term beginning 1/1/16 to 12/31/16. 5 ayes.

COMMISSION SALARY

Carol Muller, Commission Administrative Officer, gave a briefing on the salary history for Minnehaha County Commissioners. Ms. Muller stated that market data reflects the current salary for the commissioners is 13% lower than comparable organizations, and it has not been increased since 2013. MOTION by Barth to increase the Commissioner's salaries by 1%. Motion dies for lack of a second. Carey Deaver, Human Resources Director, stated that the organizations used in the salary comparison were other county governments of comparable size to Minnehaha County. MOTION by Barth to increase the Commissioner's salaries by 2%. Chairperson Heiberger passed the gavel to Vice Chairperson Beninga and seconded the motion. Robert Litz, Auditor, spoke in support of a salary increase. Robert Kolbe, Sioux Falls resident, also spoke in support of a salary increase. VOTE on motion. 2 ayes, Bender, Beninga, and Kelly voted nay. Motion fails. MOTION by Kelly to set the Commissioner's salaries with no increase at \$26,000. Motion dies for lack of a second. MOTION by Bender, seconded by Beninga, to elect salary, rather than the per diem method of payment to County Commissioners, and set the 2016 annual salary at \$26,390, a 1.5% increase. 5 ayes.

ELECTION PAY

Robert Litz, Auditor, presented a resolution to set the 2016 pay schedule for election workers. The resolution includes one change from the 2015 pay schedule which is for the Superintendent and Deputy to be paid an additional \$15.00 for precinct tear down after the polls close. MOTION by Kelly, seconded by Bender, to approve Resolution MC16-1. 5 ayes. Mr. Litz stated he has been working on securing precincts for the upcoming elections, and he will be bringing the list of locations to the Commission in the near future.

RESOLUTION MC16-1

WHEREAS, it will be necessary to appoint election officials in 2016 and

WHEREAS, pursuant to SDCL 12-15-11, the fee paid to election officials shall be established annually by the board of county commissioners at its first regular meeting of the year; now, therefore, be it

Resolved by the Minnehaha County Board of Commissioners that for the year 2016, election officials shall be paid as follows:

Precinct Superintendent	\$140.00 per day
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Precinct Deputy	\$125.00 per day
Absentee Precinct, Counting Center, and Precinct Assistants	\$10.50 per hour
Precinct set up (Paid to Supt. & Deputy)	\$15.00 per session
Precinct tear down (Paid to Supt. & Deputy)	\$15.00 per session
Usage of Personal Cell phone at Precinct (One Individual)	\$10.00 flat rate
Election School attendance paid to all attendees	\$15.00 flat rate

Dated this 5th day of January, 2016.

APPROVED BY THE COMMISSION:

Cindy Heiberger
Chair

ATTEST:

Cynthia Jepsen
Deputy Auditor

MINUTES APPROVAL

MOTION by Barth, seconded by Kelly, to approve the December 29, 2015, Commission Minutes. 5 ayes.

VOUCHERS TO BE PAID

MOTION by Barth, seconded by Beninga, to approve the following bills totaling \$899,044.74. 5 ayes.

A & B Business Equip	Lease-Rental	83.25	A & B Business Equip	Maintenance C	846.28
Airway Service Inc	Automotive/Sm	184.51	All Phase Electric I	Building Repa	1,360.00
Alpha Graphics Inc	Office Suppli	696.53	American Institute O	Lab Costs	850.00
Andersen, Norma	Bd Exp. Fees	6.00	At & T	Safety & Resc	40.60
Automatic Building C	Maintenance C	240.00	Avera Health Informa	Clinics - Aux	21.00
Avera Health Informa	Medical Recor	32.40	Avera McKennan Hospi	Blood Withdra	74.00
Avera McKennan Hospi	Hospitals	636.00	Beck Motor Inc	Automotive/Sm	17,222.00
Binger Law Office	Attorney Fees	1,217.87	Boyer Trucks Sioux F	Truck Repair/	461.18
Brown & Saenger	Office Suppli	425.00	Butler Machinery Com	Construction	289.35
C & R Supply Inc	Automotive/Sm	147.80	Cartridge World	Data Processi	1,413.36
CBM Managed Services	Board Of Pris	8,596.56	CBM Managed Services	Inmate Suppli	263.47
City Glass & Glazing	Jail Repairs/	7,684.00	City Of Dell Rapids	Welfare Utili	161.28
Cliff Avenue Auto Pa	Heavy Eq. Rep	27.53	Cody, Denise	Bd Exp. Fees	52.50
Constellation New En	Natural Gas	2,397.53	Cook Huber, Kerri	Attorney Fees	192.72
Crescent Electric Su	Repair/Renova	673.33	Cummins Central Powe	Jail Repairs/	3,003.27
Daiken Applied	Heat,Vent & A	608.10	Dakota Fluid Power,	Heavy Eq. Rep	96.88
Dakota Fluid Power,	Truck Repair/	30.63	Dakota Forensic Cons	Other Profess	2,100.00
Dakota Supply Group,	Education & T	2,990.00	Deans Bulk Svc Inc	Gas,Oil,Diese	610.26
Dedula, Carla F	Court Reporte	114.00	Dekkers, Joel Db Pa	Welfare Rent	500.00
Diversified Property	Welfare Rent	420.00	Dover, Sena S	Bd Evaluation	975.00
EH Hospitality Llc	Motels	700.00	Electric Supply Co.,	Data Processi	507.15
Emergency Solution S	Safety & Resc	1,400.00	Evans, Jerald L	Welfare Rent	450.00
Evans, Preston	Investigators	762.30	Farm & Home Publishe	Books	67.20
Fastenal Company	Sign Supply/I	143.28	Fastenal Company	Small Tools,	110.17
Fischer, Karla Phd	Other Profess	3,100.00	Fleetpride / Holt, I	Truck Repair/	347.49
Fods, Randy	Uniform Allow	181.99	Frantzen, Paige	Depositions	63.00

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Frisbee, Inc.	Parks/Recreat	303.24	Fujan, Abbey	Other Misc. R	150.00
G & H Repair	Truck Repair/	788.14	G&W, Inc Dba Gary Co	Transportatio	32.00
George Boom Funeral	Burials	3,058.00	Goebel Printing, Inc	Printing/Form	178.56
Guzman, Sandra V.	Interpreters	105.61	Harmon, Karla	Bd Evaluation	2,182.50
Harmon, Karla	Crisis Interv	45.00	Harms Oil Company	Gas,Oil,Diese	23,737.69
Heartland Paper Comp	Kitchen/Clean	259.22	Helpline Center Inc	Homeless Init	1,000.00
Helseth, Ramona G.	Bd Exp. Fees	96.00	Heritage Place Apts	Welfare Rent	500.00
Hoekstra, Denise A.	Court Reporte	851.20	Hofer, Diane	Welfare Rent	600.00
Hohn, Rodney L	Uniform Allow	342.10	Holiday Credit Offic	Gas,Oil,Diese	26.79
Howalt-McDowell Insu	Other Insuran	1,202.50	HP Company - Hewlett	Data Processi	4,021.25
Interstate All Batte	Automotive/Sm	111.95	Interstate All Batte	Heavy Eq. Rep	339.90
Interstate Office Pr	GIS Supplies	627.00	Interstate Office Pr	Office Suppli	8,701.15
Intoximeters, Inc.	Testing Suppl	4,000.00	Jaydee Inc/Jaymar	Printing/Form	801.00
Jaymar Business Form	Printing/Form	99.85	JCL Solutions-Janito	Building Repa	853.99
JCL Solutions-Janito	Inmate Suppli	2,036.20	JCL Solutions-Janito	Kitchen/Clean	1,578.47
Jims Transmission Sv	Automotive/Sm	2,740.66	Johnson, Clara	Bd Exp. Fees	177.60
Johnson, Patricia	Bd Evaluation	918.25	Kauffman, David W. P	Psych Evals	3,372.75
Lacey Rentals Inc	Lease-Rental	105.00	Lewno, Lucy	Bd Exp. Fees	621.72
Lift Pro Equipment C	Automotive/Sm	76.19	Light And Siren	Automotive/Sm	795.00
Loving, Philip	Bd Evaluation	1,440.00	Lutheran Social Svcs	Alternatives	3,772.51
Malloy Electric Bear	Automotive/Sm	6.75	Malloy Electric Bear	Heat,Vent & A	71.12
Mathison Company	GIS Supplies	141.49	McLeod's Print & Off	Printing/Form	1,079.00
Metro Communications	Other Misc	170,255.27	Mid-States Asbestos	Repair/Renova	5,000.00
MidAmerican Energy C	Natural Gas	4,063.86	Minnesota Chemical C	Repair/Renova	8,893.00
Muller, Carol	Business Trav	261.00	Nat'l Student Housin	Welfare Rent	700.00
Navex Global Inc	Lease-Rental	2,500.00	Neve's Uniforms	Uniform Allow	396.63
North American Truck	Heavy Eq. Rep	135.49	Nubury Llc	Welfare Rent	600.00
Nyberg's Ace Hardwar	Building Repa	33.79	Oscar's Mini-Storage	Program Activ	94.00
Parkview, Llc	Welfare Rent	500.00	Perspective Inc	Fairgrounds	200.00
Peters, Scott N Pc	Bd Exp. Fees	1,980.00	Peters, Scott N Pc	Crisis Interv	45.00
Pheasantland Industr	Printing/Form	305.86	Pheasantland Industr	Sign Supply/I	40.32
Precision Dynamics C	Inmate Suppli	1,110.00	Qualified Presort Se	Postage	3,929.56
Quality Efficiencies	Motels	640.00	Ramsey Partners Ii L	Welfare Rent	350.00
Record Keepers, Inc.	Records Stora	2,360.24	Redwood Toxicology L	Program Suppl	1,080.00
Redwood Toxicology L	Testing Suppl	1,080.00	Retail Data Systems	Furniture & O	5,833.33
Roberts, Yvonne	Welfare Rent	500.00	Rochester Armored Ca	Armored Car S	379.50
Safe Home Ltd Ptnrsh	Notes Rec (SF	-2,368.42	Safe Home Ltd Ptnrsh	Other Misc. R	-1,225.67
Safe Home Ltd Ptnrsh	Rent Subsidie	10,975.00	Sam's Club - Members	Books	66.40
Sam's Club - Members	Child Care It	21.96	Sam's Club - Members	Memberships	47.70
Sam's Club - Members	Other Miscell	153.70	Sam's Club - Members	Other Profess	1,405.49
Sam's Club - Members	Other Supplie	191.33	Sam's Club - Members	Supplemental	246.86
Sanford Health Plan	Cobra Insuran	225.30	Sanford Hospital	Blood Withdra	40.00
Sanford Hospital	Hospitals	1,551.87	Sanford Hospital	Lab Costs	281.00
Sanford Hospital Med	Medical Recor	16.25	SD Assn County Weed	Memberships	50.00
SD Assn Of County Of	Memberships	12,381.76	SD Dept Of Revenue	Lab Costs	44.50
SD Human Services Ce	Clinics - Aux	25.40	SD Soc Of Prof Land	Memberships	50.00
SD State Bar	Memberships	415.00	SDML Workers' Compen	Workers Comp	427,974.00
Servall Towel & Line	Janitorial/Ch	7.50	Servall Towel & Line	Program Activ	49.40
SF Leased Housing As	Welfare Rent	665.00	Shi International Co	Software	329.84
Sioux Falls Two Way	Communication	299.85	Sioux Falls Two Way	Communication	624.74
Songstad, Bret/Janel	Welfare Rent	500.00	Southeastern Behavio	Clinics - Aux	27.10
Southeastern Behavio	Crisis Interv	6,827.98	Stan Houston Equipme	Building Repa	38.00
Swanda, Karen	Bd Exp. Fees	58.50	Tendaire Ind Inc	Truck Repair/	259.22
Thomson Reuters - We	Books	229.24	Thorin, Deyanira T	Interpreters	52.49
Tri-State Garage Doo	Jail Repairs/	1,118.00	Tschetter & Adams La	Attorney Fees	879.18
Uline	Kitchen/Clean	380.20	United Parcel Servic	Postage	43.42
University Center	Lease-Rental	150.00	V & S Inc	Uniform Allow	1,616.54
Variety Foods Llc	Other Profess	353.00	Vb Falls Park Apts	Welfare Rent	600.00
Verizon Wireless	Data Processi	40.01	Verizon Wireless	Safety & Resc	40.01
Verizon Wireless	Telephone	80.02	Vern Eide Motoplex	Safety & Resc	5,781.47
Vern Eide Motoplex	2015 HLS Grant	16,000.00	VOA Dakotas / Pettig	Welfare Rent	152.00
Wal-Mart Pharmacy	Pharmacies	242.09	Walgreen Co.	Pharmacies	1,602.04
Walton, Marcus	Child Defense	5,103.00	Weed And Pest Confer	Education & T	235.00
Weerheim, Tom	Attorney Fees	639.00	Wheelco Brake & Supp	Parts Invento	534.72
Williamsburg Townhom	Welfare Rent	450.00	Xcel Energy, Inc.	Electricity	46,949.75

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Xcel Energy, Inc. Welfare Utili 501.03 Yankton County Sheri Return Of Ser 225.00

PERSONNEL

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

1. To extend the variable hour employment of Patricia Kohnen, Clerical Worker for Equalization from 12/31/15 to 1/29/16.
2. To promote Kimberly Elgersma and Corey DeGroot from Corrections System Operators to Correctional Officers in Training (12/3) for the Jail at \$17.03/hour effective 1/2/16.
3. To hire Melissa Schmidt as Engineering Specialist (17/3) for the Highway at \$21.80/hour effective 1/11/16.
4. To correct the personnel action from December 8th which should have reflected an increase in the hourly rate of pay for Randy Megard, variable, part-time Museum Aide for the Museum, to \$10.50/hour effective 12/19/15.

Step Increases

1. Susan Broveak – Real Estate Specialist – Register of Deeds – 14/13 – 1/8/16 – \$24.07/hour
2. Duane King – Appraiser – Equalization – 15/8 – 1/6/16 – \$22.35/hour
3. Lynn DeYoung – Emergency Management Director – Emergency Management – 24/11 – 12/27/15 – \$3,482.40/bi-weekly
4. Wanda Fox – Commission Assistant – Commission Office – 12/17 – 12/21/15 – \$24.07/hour
5. Dawn Donovan – Juvenile Correctional Officer I – Juvenile Detention Center – 12/18 – 12/27/15 – \$24.67/hour
6. Amber Eggert – Senior Deputy Public Defender – Public Defender’s Office – 22/11 – 1/2/16 – \$2,858.40/bi-weekly
7. Sara Sackmann – Paralegal – Public Defender’s Office – 16/6 - 1/2/16 – \$22.35/hour
8. Mary Zeeb & Rhonda Warren – Accountants – Auditor – 16/11 – 12/27/15 – \$25.29/hour

Special Personnel Actions

1. To recognize the following significant employee anniversaries for January 2016: 10 years – Neville Smith and Joel Mueller; 15 years – Jill Vanveldhuizen; 20 years – Scott Hacking and Kevin Gansz; 25 years – Peter Jaros.
2. To record volunteers in County Departments for December 2015. The list is on file at Human Resources.

PUBLIC COMMENT

Robert Kolbe, Sioux Falls resident, commented on the distribution of alcohol taxes between federal, state, and city governments. Mr. Kolbe stated counties receive none of the alcohol tax revenue yet are burdened with the cost of prosecuting, defending, and housing offenders of alcohol.

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Bill Hoskins, Museum Director, reported that 14 years ago Kevin Gansz and Jill Vanveldhuizen took over the museum’s education department. In that time they have increased outreach programming numbers by 400%. They are in 88 different K-12 schools a year, in 24 different school districts. Mr. Hoskins stated they are outstanding employees.

POLICY REVIEW

Robert Wilson, Assistant Commission Administrative Officer, presented the annual review of the Minnehaha County Facility Power Outage Response Protocol that went into effect January 1, 2012. The policy has been sent to Department Heads for review and discussion with staff.

AGREEMENT

Robert Wilson, Assistant Commission Administrative Officer, gave a briefing on the 2016 contract between Minnehaha County and Dr. Jeff Luther to perform the services of Quality Assurance Director for the rural ambulance quality assurance program outlined by county ordinance MC13-3-10. Under the terms of the contract Dr. Luther will receive \$30,000 payable in 12 equal monthly installments. This is the same as the 2015 contract amount. MOTION by Barth, seconded by Bender, to authorize the Chairperson to sign the 2016 Rural Ambulance Quality Assurance Contract in the amount of \$30,000 between Dr. Jeff Luther and Minnehaha County. 5 ayes.

LEGISLATIVE UPDATE

Robert Wilson, Assistant Commission Administrative Officer, gave an update and status report of the 2016 Legislative Session on bills that impact Minnehaha County.

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

The Commission adjourned until 9:00 a.m. on Tuesday January 12, 2016.

APPROVED BY THE COMMISSION:

Chairperson

ATTEST:

Deputy Auditor