

10/03/2017

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. October 3, 2017, pursuant to adjournment on September 26, 2017. Commissioners present were: Barth, Bender, and Karsky. Commissioners Beninga and Heiberger were absent. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State’s Attorney.

Vice-Chair Bender reported that the following employees were recognized for their years of service at the SDACC Annual Convention: 25 Years – Randy Engelson, Joseph Eining, Bradley Farniok, and Julie Vandenhul; 30 Years – Jill Weber and Allen Penning; and 40 Years – Susan Broveak and Daphna Hansen.

Vice-Chair Bender reported that Minnehaha County was awarded the Platinum Level and Gold Level Loss Control/Safety Achievement Award on behalf of the South Dakota Worker’ Compensation Fund and the South Dakota Public Assurance Alliance, in recognition of outstanding loss control ratios in Workers’ Compensation and our various liability insurance plans. Ms. Bender presented the award to Doug Blomker, Chair of the Minnehaha County Safety Committee.

MOTION by Barth, seconded by Karsky, to approve the agenda. 3 ayes.

MINUTES APPROVAL

MOTION by Barth, seconded by Karsky, to approve the September 26, 2017, Commission Minutes, the September 26, 2017, Joint Minnehaha County/City of Sioux Falls Minutes, and the September 26, 2017, Joint Minnehaha County/City of Sioux Falls/Lincoln County Minutes. 3 ayes.

VOUCHERS TO BE PAID

MOTION by Karsky, seconded by Barth, to approve the following bills totaling \$292,215.61. 3 ayes.

A&B Business	Lease-Rental	95.00	A&B Business	Maintenance	123.51
A To Z World Language	Interpreters	10,370.00	Ahnberg, Michael	Welfare Rent	500.00
Airgas	Gas,Oil,Diesel	115.92	Airgas	Small Tools	4.43
Airway Service	Automotive	1,232.88	Airway Service	Gas,Oil,Diesel	38.60
Allied Oil & Tire	Automotive	29.50	Allied Oil & Tire	Truck Repair	161.00
Amazon.Com	Office Supplies	318.70	American Alliance	Memberships	100.00
Avera Health	Medical Record	9.44	Avera Health Plans	Expenditures	2,356.50
Avera McKennan	Blood Withdraw	83.00	Avera McKennan	Hospitals	13,263.97
Axon Enterprise	Safety & Resc	1,710.62	Barnett-Lewis Funeral	Burials	2,000.00
Begeman, Mark	Welfare Rent	691.00	Belitz, Clarence	Welfare Rent	500.00
Boyd Properties	Maintenance	177.75	Boyd Properties	Other Prof	56.35
Boyer Trucks	Truck Repair	149.12	Bradfeldt, Becky	Business Trav	335.88
Brevik Law	Attorney Fees	433.06	Brown & Saenger	Office Supplies	291.75
Bruxvoort, Jordan	Interpreters	75.00	Campbell Supply	Bridge Repair	96.79
Century Business	Lease-Rental	60.95	Century Business	Maintenance	486.77
Centurylink	Contract Svc	85.72	Centurylink	Telephone	1,473.80
Centurylink	Telephone	52.84	Cloud 9 Motel	Motels	68.20
Cole Papers	JDC Custodial	201.95	Concrete Materials	Repair/Reno	318.00
Concrete Materials	Road Maint	368.41	Concrete Raising Svc	Bridge Repair	2,000.00
Constellation	Natural Gas	2,089.57	Crew & Crew	Attorney Fees	1,094.80
Crew & Crew	Child Defense	1,138.80	Dakota Fluid Power	Automotive	56.86
Dakota Psychological	Psych Eval	6,777.00	Dakota Supply Group	Maintenance	1,950.00
Decisionone	Maintenance	168.52	Deer Hollow	Welfare Rent	700.00
Dell Rapids Lumber	Bldg/Yard Rep	10.49	Dover, Sena S	Bd Eval	1,530.00
EH Hospitality	Motels	280.00	Eich Law	Attorney Fees	272.60
Electric Construction	Building Repair	78.57	Evans, Preston	Investigators	214.20
Fastenal	Road Maint	16.99	Finney KS Cnty	Other Prof	50.00
First Dakota National	2016 HLS Grant	3,614.75	Fully Promoted	Uniform Allow	87.00
George Boom Funeral	Burials	1,000.00	Graham Tire	Grounds & Park	21.17
Guzman, Sandra V	Interpreters	369.99	Hall, Vien V	Interpreters	25.00
Hardy Reynolds Law	Attorney Fees	753.80	Heeren-Graber, Krist	Expert Witness	500.00

10/03/2017

Heidepriem, Purtell	Child Defense	202.35	Heirigs, Mary Ellen	Bd Exp Fees	360.00
Heritage Apt	Welfare Rent	498.00	Hobart Sales & Svc	Jail Repairs	956.50
Hospitality Apt	Welfare Rent	500.00	Hurtgen Properties	Welfare Rent	600.00
HyVee	Pharmacies	108.09	H4j1 Development	HS Donation	362.95
I State Truck	Truck Repair	110.13	Institutions Svc	Jail Repairs	596.12
Interlakes Community	Welfare Rent	448.00	Interstate All	Truck Repair	229.90
Interstate Office	Office Supplies	605.42	ISI	Interpreters	160.00
Jaymar	Printing/Form	399.80	Jeff Larson Law	Attorney Fees	1,460.80
Johnson, Richard L	Attorney Fees	629.80	Katterhagen, Mark	Bd Exp Fees	60.00
Kavanaugh, Antoinett	Attorney Fees	4,654.93	KCH Law	Attorney Fees	251.30
Kelolandemployment.C	Publishing Fee	998.00	Kibble Equipment	Heavy Eq Rep	660.34
Kingsport Village	Welfare Rent	500.00	Knoff, Dave	Bd Exp Fees	135.00
Kone	Building Repair	707.64	Kone	Electrical Rep	453.36
Lawson Products	Small Tools	126.21	Le, Tam	Welfare Rent	660.00
Lewno Law	Bd Exp Fees	462.34	Light And Siren	Truck Repair	472.00
Lisa Carlson Report	Court Reporter	100.00	Litz, Bob	Business Trav	324.00
Lockwood, Darcy	Bd Exp Fees	60.00	Loiseau Construction	Bldg/Yard Rep	13,700.00
Loving, Philip	Bd Eval	4,335.00	Lutheran Social Svcs	Diversion Pro	4,733.16
Lutheran Social Svcs	Evening Report	5,251.92	Lutheran Social Svcs	Shelter Care	48,983.01
Menards	Bldg/Yard Rep	137.60	Menards	Park/Rec	11.43
Microfilm Imaging	Contract Svc	4,779.00	Midamerican Energy	Natural Gas	958.48
Midamerican Energy	Welfare Utilitie	241.30	Midstates Utility	Small Tools	39.36
Midwest Alarm	Security Alarm	266.00	Miller Funeral Home	Burials	2,000.00
Mitchell1	Small Tools	4,118.40	Multicultural Center	Interpreters	412.50
Napa Auto Parts	Small Tools	229.48	Nguyen, Lam	Interpreters	75.00
Northeast Investment	Welfare Rent	600.00	Olson Law	Attorney Fees	4,711.50
Olson Law Firm	Child Defense	2,823.99	Oreilly Auto Parts	Truck Repair	7.99
Osborn, Roxane R	Court Reporter	428.75	Pheasantland	Printing/Form	533.15
Prahm Construction	Contracted Co	48,803.30	Prairie Lakes Health	Hospital Prep	4,604.00
Prestox	Outside Repair	215.00	Quality Efficiencies	Motels	55.00
Redwood Estates	Welfare Rent	500.00	Redwood Toxicology	Child Care	112.12
Risty, Julie	Business Trav	294.00	Ruiter, Steve L	Deductibles	31.95
Safe Home	Notes Rec SF	-2,629.94	Safe Home	Other Misc	-964.15
Safe Home	Rent Subsidies	9,290.00	Sams Club	Child Care	20.56
Sams Club	Clinics Aux	50.60	Sams Club	Office Supplies	339.41
Sams Club	Other Prof	882.96	Sams Club	Other Supplies	199.84
Sams Club	Supplemental	231.49	Sanford Hospital	Hospitals	8,315.81
Sayre Associates	Jail Expan	10,160.00	Schmeichel, Arlen A	Sign Deposits	50.00
Schoeneman Bros	Program Act	996.00	Schulte, Jason R	Welfare Rent	342.50
SD State Bar	Subscriptions	500.00	Sentinel Offender	Electronic	1,299.80
Servall Towel & Line	Janitorial	12.35	Servall Towel & Line	Program Act	74.90
Sf Ministry Housing	Welfare Rent	400.00	Sioux Falls Area	Business Trav	85.00
Sioux Falls Housing	HS Donation	500.00	Sioux Falls Psych	Other Prof	350.00
Sioux Falls Utilities	Welfare Utilitie	156.80	Skorczewski, Jena	Court Reporter	59.40
State Steel Of SD	Bldg/Yard Rep	32.04	Strange Farrell John	Child Defense	208.93
Sumption & Wyland	Other Prof	1,200.00	Sunshine Foods	Welfare Food	171.34
Szameit, Alexandra	Interpreters	173.31	Thesenvitz & Mickels	Child Defense	2,160.00
Thomson Reuters	Books	252.78	Thomson Reuters	Legal Research	2,100.00
Tires Tires Tires	Automotive	109.79	Tires Tires Tires	Gas,Oil,Diesel	27.90
Tomacelli's Too	Jury Fees	101.77	Tristate Garage Door	Jail Repairs	441.40
Tyler Technologies	Software	5,317.77	United Parcel Svc	Postage	21.35
US Bank Equipment	Lease-Rental	136.72	Variety Foods	Other Prof	441.21
Waltner Kolbeck	Attorney Fees	1,024.10	Waltner Kolbeck	Child Defense	3,716.57
Weeg Trailer Park	Welfare Rent	630.00	Weerheim Law	Attorney Fees	808.40
Wilka & Welter	Attorney Fees	1,205.44	Wilka & Welter	Child Defense	347.80
Xcel Energy	Welfare Utilit	2,133.17	XP Solutions	Software	239.00
Yankton Cnty Sheriff	Return Of Svc	150.00	Yankton Cnty Treas	Attorney Fees	1,509.60
Zuercher Technologies	Education	750.00			

September Salaries Paid

Commission	Salaries	32,655.70	Auditor	Salaries	49,045.3
Treasurer	Salaries	69,370.70	Information Technology	Salaries	68,371.21
States Attorney	Salaries	249,665.43	Public Defender	Salaries	161,709.65
Public Advocate	Salaries	55,221.99	Facilities	Salaries	52,501.14

10/03/2017

Equalization	Salaries	77,873.64	Register Of Deeds	Salaries	44,897.54
Human Resources	Salaries	23,840.78	Sheriff	Salaries	909,566.97
Emergency Management	Salaries	16,083.20	Juvenile Detention Center	Salaries	142,234.50
Highway	Salaries	125,319.71	Human Services	Salaries	117,139.03
Museum	Salaries	61,345.11	Planning	Salaries	38,816.58
Extension	Salaries	3,224.00			

## PERSONNEL

MOTION by Barth, seconded by Karsky, to approve the following personnel changes. 3 ayes.

1. To promote Jeffry Heronimus from Appraiser in Training (14/4) to Appraiser (15/4) for Equalization at \$20.66/hour effective 10/6/17.
2. To end the seasonal employment of James Lambert as Laborer for the Highway effective 10/5/17.
3. To promote Brooke Goodale from Paralegal (16/3) to Deputy State's Attorney (22/3) for the State's Attorney's Office at \$2,514.40/bi-weekly effective 10/9/17.

## Step Increases

1. Joshua Hellman – GIS Analyst – Planning – 17/11 – 10/3/17 - \$27.10/hour
2. Linda Race – Records Technician – Register of Deeds – 10/12 – 10/7/17 - \$19.66/hour
3. Monica Honkamp – Senior Property Technician – Equalization – 12/9 – 10/3/17 - \$20.15/hour
4. Carol Muller – Commission Administrative Officer – Commission – 26/11 – 7/15/17 - \$4,546.40/bi-weekly
5. Joshua Phillips – Deputy Sheriff Sergeant – Sheriff's Office – 20/12 – 9/5/17 - \$32.21/hour
6. Jason Koistinen – Senior Deputy Public Defender – Public Defender's Office – 22/5 – 10/1/17 - \$2,641.60/bi-weekly

## Special Personnel Action

To recognize the following significant employee anniversaries for September 2017: 5 years – Jason Koistinen, Staci Peters, and Joshua Hellman; 10 years – Sandra Wardell; and 15 years – Steven Lambertz.

To record volunteers in County Departments for September 2017. This list is on file at Human Resources.

## NOTICE

A notice was received from the Sioux Falls Metropolitan Planning Organization to encourage area citizens to apply for openings on its Citizens Advisory Committee by October 20, 2017.

A notice was received from Mapleton Township to set speed limits as follows: 35 mph on Slip Up Creek, 477th Ave. from 258th St to Slip Up Creek Rd., East 72nd St between 476th Ave. & Highway 115, First 2640 feet North of 258th St on 476th Ave., and First 2500 feet North of 258th St on Kiwanis; 25 mph on 84th St for 1000 feet West of Highway 115, the portion of 70th St. North West of RR tracts to Kiwanis Ave., and Ditch Road with conditional use; and 15 mph for the remainder of portions of 70th St. No. East of RR tracts to Kiwanis Ave. and

10/03/2017

all current and future housing developments lying within Mapleton Township. Jim Rieff, Mapleton Township Clerk, was present and available for questions.

#### LIEN COMPROMISE

Melinda Storley, Commission Assistant, gave a briefing on an application for a compromise of lien for DPNO 2620 in the amount of \$2,541.88. Poor Relief and Public Defender services were provided between April 2005 and July 2010. The applicant is applying for the Emergency Mobile Home Repair Program through Sioux Falls Community Development and must satisfy any financial obligations prior to submitting the application. An annual income of \$5,808, total assets of \$6,602, and total liabilities of \$540 were reported by the applicant. The applicant has requested a compromise and release of the lien in full, and was present to provide information on his request. MOTION by Karsky, seconded by Barth, to approve Resolution MC17-42. 3 ayes.

#### RESOLUTION MC17-42

WHEREAS, a County Aid Lien in the amount of \$2,541.88, purports to exist in favor of Minnehaha County and against DPNO 2620 as Lienee, and

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

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 with no payment.

Dated at Sioux Falls, South Dakota, this 3<sup>rd</sup> day of October, 2017.

#### APPROVED BY THE COMMISSION:

Jean Bender

Vice-Chairman

ATTEST:

Olivia Larson

Deputy County Auditor

#### PUBLIC COMMENT

Commissioner Barth noted that Commissioners Beninga and Heiberger were absent due to other business. Therefore, any motions made must be voted on unanimously for the item to pass.

#### PROCLAMATION

Amy Carter, Operations Director of Children's Inn, was present to request the Minnehaha County Commission issue a proclamation recognizing the month of October as Domestic Violence Awareness Month. Ms. Carter read the proclamation. MOTION by Barth, seconded by Karsky, to issue a proclamation recognizing the month of October as Domestic Violence Awareness Month. 3 ayes.

Carol Muller, Commission Administrative Officer, stated agenda item 11 for the issuance of a 4-H Week and Day proclamation would need to be moved to the end of the meeting due to a time constraint.

#### 5 YEAR TRANSPORTATION AND BRIDGE IMPROVEMENT PLAN

10/03/2017

DJ Buthe, Highway Superintendent, presented the Minnehaha County 5 Year (2018-2022) Transportation and Bridge Improvement Plan. Highway staff hosted a public hearing at the Crooks Community Center on Thursday, September 21, 2017. Over one hundred fifty (150) invitations were sent to the townships, communities, fire departments, school boards, etc. Three (3) people attended the public hearing. MOTION by Karsky, seconded by Barth, to adopt the Minnehaha County 5 Year (2018-2022) Transportation and Bridge Improvement Plan. 3 ayes.

#### CHANGE ORDER

DJ Buthe, Highway Superintendent, gave a briefing on Change Order #1 to the contract with Highway Improvement Inc. for the MC-Crack Seal-16 project. The change order is for additional asphalt concrete crack sealing material that was needed to complete the project. The cost of the additional material is \$70,586.10. MOTION by Karsky, seconded by Barth, to authorize the Vice-Chair to sign Change Order #1 to the contract with Highway Improvement Inc. for the MC-Crack Seal-16 project for a new contract amount of \$316,396.10. 3 ayes.

#### SURPLUS

Upon the request of DJ Buthe, Highway Superintendent, MOTION by Barth, seconded by Karsky, to declare one 1998 Dodge Ram 3500 Pickup, VIN MF36W5WM284426, as surplus for sale to the City of Humboldt for \$1,500. 3 ayes. MOTION by Karsky to deposit the proceeds from the sale of one 1998 Dodge Ram 3500 Pickup to the City of Humboldt into the Highway Fund. Motion failed for lack of a second. MOTION by Barth to deposit the proceeds from the sale of one 1998 Dodge Ram 3500 Pickup to the City of Humboldt into the General Fund. Motion died for lack of a second. MOTION by Barth, seconded by Karsky, to defer action on where to deposit the proceeds from the sale of one 1998 Dodge Ram 3500 Pickup to the City of Humboldt for one week. 3 ayes.

#### PURCHASE

Upon the request of DJ Buthe, Highway Superintendent, MOTION by Karsky, seconded by Barth, to purchase one Model GMD 240 (7'10" cut) disc mower at a cost of \$10,445, one Model GMD 310 (10'2" cut) at a cost of \$12,400, and two lift plates at a cost of \$240 each from Pfeiffer's for a total cost of \$23,325. 3 ayes.

#### AMENDMENT

Keith Wynia, Air Guard Supervisor, gave a briefing on an amendment to the Joint Security Protection Agreement between Minnehaha County and the South Dakota Department of Veterans and Military Affairs (State). The amendment is to increase funding from the State by \$147,700 bringing the total funding to \$779,469.50. The additional funding will support and cover operation costs for the year. MOTION by Barth, seconded by Karsky, to authorize the Vice-Chair to sign the amendment to the Joint Security Protection Agreement between Minnehaha County and the SD Department of the Military increasing total funding by \$147,700. 3 ayes.

#### MEMORANDUM OF UNDERSTANDING

Scott Anderson, Planning Director, presented a Memorandum of Understanding (MOU) among Minnehaha County, Lincoln County, City of Brandon, City of Harrisburg, and City of Sioux Falls for Sioux Falls Metropolitan Transportation Planning. The purpose of the MOU is to jointly recognize the need for transportation and transit planning within a metropolitan planning area and the desire to cooperate jointly in an effort to execute a transportation and transit planning process. Federal law requires that all urbanized areas in the U.S. with populations of more than 50,000 persons establish a Metropolitan Planning Organization responsible for area transportation planning and programming activities. The planning process establishes a continuous, comprehensive, and cooperative framework for making transportation investment decisions in metropolitan areas. MOTION by Karsky, seconded by Barth, to authorize the Vice-Chair to sign the Memorandum of Understanding

10/03/2017

among Minnehaha County, Lincoln County, City of Brandon, City of Harrisburg, and City of Sioux Falls for Sioux Falls Metropolitan Transportation Planning. 3 ayes.

#### AGREEMENT

Carol Muller, Commission Administrative Officer, presented an interim agreement between Minnehaha County and JLG Architects for architectural services for the jail expansion project. Both parties intend to enter into an AIA B103 Owner/Architect Agreement for the Minnehaha County Jail Expansion Project. The interim agreement will allow for the following services to commence in advance of the AIA B103 Owner/Architect Agreement: pre-design programming, pre-design site evaluation and planning, project schedule and budget documenting, and schematic design. Compensation is addressed in the interim agreement and will be 7.75% of the cost of work based on the request for proposal construction budget of \$40,000,000. MOTION by Barth, seconded by Karsky, to authorize the Vice-Chair to sign the Interim Agreement with JLG Architects for the Minnehaha County Jail Expansion Project beginning October 3, 2017 and ending November 1, 2017. 3 ayes.

#### PROCLAMATION

Agenda Item 11:

Chuck Martinell, 4-H/Youth Development Advisor, was present to request the Minnehaha County Commission issue a proclamation recognizing October 1 – 7, 2017, as National 4-H Week Awareness, and to declare October 3, 2017, as Minnehaha County 4-H Day. Mr. Martinell read the proclamation. MOTION by Barth, seconded by Karsky, to issue a proclamation recognizing the week from October 1 – 7, 2017, as National 4-H Week Awareness and declaring October 3, 2017, as Minnehaha County 4-H Day. 3 ayes.

#### LIAISON REPORT

Commissioner Barth reported a groundbreaking for the Museum Collections Storage Facility will take place on October 12, 2017, at 11:30 a.m.

MOTION by Barth, seconded by Karsky, to adjourn. 3 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday October 10, 2017.

#### APPROVED BY THE COMMISSION:

Jean Bender

Vice-Chair

ATTEST:

Olivia Larson

Deputy Auditor