

YANKTON COUNTY COMMISSION MEETING

February 3, 2015

The regular meeting of the Yankton County Commission was called to order by Vice Chairperson Donna Freng at 3:30 PM on Tuesday, February 3, 2015.

Roll call was taken with the following Commissioners present: Raymon Epp, Debra Bodenstedt, Don Kettering and Donna Freng; Absent: Todd Woods.

Action 1549C: A motion was made by Bodenstedt and seconded by Kettering to approve minutes from the January 20th, 2015 Commission meeting. All present voted aye; motion carried.

Action 1550C: A motion was made by Bodenstedt and seconded by Epp to approve the following claims: **Non-Departmental:** 1 Payee @ \$75.00 (Refund); **Court:** Fox & Youngberg, PC (Legal Services) \$10,500.00, HyVee (Supplies) \$51.50, KCH Law (Legal Services) \$2,085.65, Lewis & Clark Specialty Hospital (Professional Services) \$1,180.00, Madison County Sheriff (Professional Services) \$16.03, Pollard & Larson, LLP (Legal Services) \$616.25, West Payment Center (Supplies) \$724.87, **Auditor:** Karen Faerber (Travel) \$63.64, Patty Hojem (Travel) \$175.38, Leaf (Rentals) \$180.35, The Trophy Place (Supplies) \$15.85, Western Office Technologies (Supplies) \$258.00; **Treasurer:** Qualified Presort Service, Inc. (Supplies) \$5,306.13; **States Attorney:** Cedar County Sheriff (Travel) \$18.50, Culligan (Supplies) \$6.00, Robert W. Klimisch (Supplies) \$308.99, Staples Credit Plan (Supplies) \$859.77; **Government Buildings:** City of Yankton (Utilities) \$918.93, Northwestern Energy (Utilities) \$1,733.61, Olson's Pest Technician (Repairs and maintenance) \$75.00, Yankton Janitorial Supply (Supplies) \$59.75; **Director of Equalization:** Ecowater Systems (Supplies) \$25.00, Manatron, Inc. (Repairs and maintenance) \$8,727.34, Microfilm Imaging System (Repairs and maintenance) \$70.00, The Schneider Corporation (Repairs and maintenance) \$9,660.00; **Register of Deeds:** Executive Management Finance Office (Utilities) \$21.00; Western Office Technologies (Supplies) \$243.00; **Veterans Services:** Western Office Technologies (Supplies) \$13.29; **Court House & Safety Center:** Ace Hardware (Supplies) \$76.92, City of Yankton (Utilities) \$199.61, Johnson Controls, Inc. (Repairs and maintenance) \$1,163.75, Northwestern Energy (Utilities) \$5,216.93, Ron's Auto Glass, Inc. (Repairs and maintenance) \$330.00; **Sheriff:** Western States Sheriff's Association (Professional Services) \$100.00, Freedom Valu Centers (Repairs and maintenance) \$17.50, National Sheriff's Association (Professional Services) \$109.00;

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Pennington County Sheriff's Office (Travel) \$289.95; **County Jail:** CBM Food Service (Food Services) \$5,010.26, Collision Center (Auto expense) \$285.30, Benjamin Jensen DDS, PC (Professional services) \$129.00, Lewis & Clark Specialty Hospital (Professional services) \$1,543.00, Olson's Pest Technician (Repairs and maintenance) \$103.00, Yankton Drug, Inc. (Professional services) \$229.91 and Supplies \$89.61; **Coroner:** Richard Lane (Travel) \$21.46, Hewlett-Packard Company (Supplies) \$1,165.12; **Juvenile Detention:** Minnehaha County Regional Detention Center (Other) \$1,395.00; **Yankton Search & Rescue:** Ace Hardware (Repairs and maintenance) \$137.31 and (supplies) \$389.09, **Care of the Poor:** Welter Funeral Home (Professional services) \$1,250.00; **Public Health Nurse:** Shannon R. Pavel (Supplies) \$4.94, SD Department of Health (Other) \$2,575.00; **Ambulance:** Sacred Heart Health Services (Professional services) \$1,500.00, Arrow Manufacturing (Supplies) \$25.62, Bound Tree Medical LLC (Supplies) \$256.47, City of Yankton (Utilities) \$86.61, G & K Services (Repairs and maintenance) \$50.60, James Steel, Inc. (Repairs and maintenance) \$90.10, WOW! Business (Utilities) \$171.07, Menards (Supplies) \$260.00, Olson's Pest Technician (Repairs and maintenance) \$69.50, Western Office Technologies (Supplies) \$335.87; **Mentally Handicapped:** South Dakota Achieve (Miscellaneous) \$180.00; **Mental Illness Board:** Denise M Cody (Legal assistance) \$36.00, Lucille M. Lewno (Hearings) \$1,676.18, Karen A. Swanda (Hearings) \$36.00, Dean Schaefer (Hearings) \$231.00; **County Extension:** City of Yankton (Utilities) \$46.05, Francotyp-Postalia, Inc. (Rentals) \$100.50, H & H Cleaning Services (Repairs and maintenance) \$200.00, WOW! Business (Utilities) \$267.41, Stephanie Siebrandt (Travel) \$6.00, **Weed:** Weed and Pest Conference (Travel) \$225.00; **Drainage Comm:** Missouri Sedimentation Action (2015 dues) \$1,000.00; **Planning & Zoning:** Pat Garrity (Supplies) \$70.00, 3-D Specialties Inc. (Supplies) \$27.40, Western Office Technologies (Supplies) \$172.24; **Economic Development:** Yankton Area Progressive Growth, Inc. (2015 Contribution) \$40,000.00; **Road & Bridge:** C & B Operations, LLC (Repairs and maintenance) \$52.66, BBBB's of SD, Inc. (Supplies) \$5,990.00, Capital I Industries, Inc. (Machinery and equipment) \$24,875.00, Girard Auction & Land (Supplies) \$10,775.00, Elaine Lee (Supplies) \$400.00, Mighty Auto Parts of Sioux Falls (Supplies) \$182.00, RPM Truck (Supplies) \$2,858.29, Vermillion Landfill (Utilities) \$345.10, Bomgaars (Supplies) \$5,936.35, B-Y Electric (Utilities) \$82.84, Bierschbach Equipment and Supplies (Supplies) \$408.00, Battery Exchange (Supplies) \$99.95, Brian's Electric (Supplies) \$437.68, City of Yankton (Utilities) \$38.73, Cox Auto Supply, Inc. (Repairs and maintenance) \$911.69 and (Supplies) \$31.49, Century Link (Utilities) \$48.07, Certified Laboratories (Repairs and maintenance) \$244.62, Clark's Rental, Inc. (Rentals) \$554.19, D-P Tools (Supplies) \$313.74, Ehresmann Engineering,

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Inc. (Supplies) \$9.86, Michael D or Wendy A. Fielmeier (Rentals) \$250.00, First Bankcard (Supplies) \$104.05 and (Travel) \$637.78; Fastenal Industrial & Construction (Supplies) \$21.34, Gerstner Oil Co. (Supplies) \$616.00, Graham Tire-Yankton (Supplies) \$5,885.48, Johnson Engineering, Inc. (Professional services) \$960.00, Kaiser Appliance & Refrigeration (Supplies) \$34.95, Kimball Midwest (Supplies) \$780.77, Locators & Supplies, Inc. (Supplies) \$976.74, Mead Lumber (Supplies) \$190.19, Menards (Supplies) \$14.95, Metro Count Traffic Data Spec (Supplies) \$1,000.00, Midwest Radiator & Exhaust (Supplies) \$49.13, Midamerican Energy (Utilities) \$1,410.35, MACS, Inc. (Supplies) \$37.61, National Association of Count (Travel) \$575.00, Pollman Excavation (Supplies) \$83,429.13 and (Bridges) \$15,914.32, Riverside Hydraulics & Labs (Supplies) \$178.70, SD Federal Property Agency (Machinery and auto) \$28,500.00, SD Department of Agriculture (Supplies) \$300.00, Truck Trailer Sales Service, Inc. (Supplies) \$392.00, Wheelco Brake & Supply (Supplies) \$836.64; **911 Fund:** Century Link (Utilities) \$1,431.50; **Emergency Management:** Multicopter Warehouse (Machinery) \$3,737.19, Bomgaars (Supplies) \$179.96, Danko Emergency Equipment (Machinery) \$1,456.30, Michael D. or Wendy A. Feilmeier (Rentals) \$250.00, Great American Financial Services (Rentals) \$89.19, Hedahls, Inc. (Supplies) \$20.06, Midcontinent Communication (Utilities) \$13.91, Midamerican Energy (Utilities) \$47.53, Racom Corporation (Utilities) \$31.83, Sioux Falls Two Way Radios (Supplies) \$997.73, Western Office Technologies (Supplies) \$309.49; **Court House Buildings & Structure:** L & S Electric (Repairs) \$935.00; **24/7:** Redwood Biotech (Supplies) \$3,065.84; **Tower Fund:** Center for Municipal Solutions (Towers) \$7,427.42, **Fire/Road District:** Wells Fargo Bank (Ridgeway Road District) \$328.45, Services Center Federal Credit Union (Baycliffe Road District) \$408.53, First National Bank SD (Ridgeway Road District) \$408.53. Total General Fund \$112,940.10, Road & Bridge \$197,690.39, 911 Fund \$1,431.50, Emergency Management \$7,133.19, Court House Buildings & Structure \$935.00, 24/7 Fund \$3,065.84. All present voted aye; motion carried.

Action 1551C: A motion was made by Bodenstedt and seconded by Kettering to approve a budget supplement in the amount of \$40,000.00 for the National Field Archery Association. All present voted aye; motion carried.

Action 1552C: A motion was made by Bodenstedt and seconded by Epp to adopt the Emergency Management Administrative Plan. All present voted aye; motion carried.

Action 1553C: A motion was made by Kettering and seconded by Epp to approve the following resolution.

RESOLUTION 15-1

WHEREAS, SDCL 7-7-25 states that the Board of County Commissioners, by resolution, may authorize county officials and staff to attend educational conferences, meetings, and conventions held and conducted within or without the state of South Dakota pertaining to the betterment and advancement of county government.

NOW THEREFORE, BE IT RESOLVED that county officials and staff be authorized to attend conferences, meetings, and conventions called for the purpose set forth in SDCL 7-7-25, and that the mileage and necessary expenses to attend such be allowed if approved by the department head and if the office's travel budget is sufficient, this resolution shall be in effect for the year 2015. Roll call vote was taken with Kettering, Epp and Bodenstedt voting aye; Freng voting nay; motion carried, 3-1.

Yankton County Vice Chairman, Donna Freng /s/

ATTEST: Patty Hojem, Deputy Yankton County Auditor /s/

Highway: Superintendent Brian Gustad appeared before the board to represent the change in the highway department wage scale, job titles and, as requested by the board, the cost of the travel for Superintendent Gustad to attend the NACE Conference in Daytona Beach, Fl. Gustad also presented his list of equipment and requested approval to move forward on bridge projects 68-213-140 and 68-200-155

Action 1554H: A motion was made by Bodenstedt and seconded by Epp to amend the personnel manual to have the new job description for Operation Supervisor at the beginning wage of \$22.58 per hour. All present voted aye; motion carried.

Action 1555H: A motion was made by Kettering and seconded by Bodenstedt to have the pay increase for the Highway Operation Supervisor to be effective January 26th, 2015. All present voted aye; motion carried.

Action 1556H: A motion was made by Epp and seconded by Bodenstedt to authorize Superintendent Gustad to move forward with the Bridge Projects 68-213-140 and 68-200-155. All present voted aye; motion carried.

Extension: Lauren Hollenbeck was introduced as the new Tri-County 4-H Advisor. Hollenbeck will be working Yankton, Clay, and Union Counties. She will be working in

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Yankton one day each week. Her duties consist of 4-H programs, county fair and other youth development programs.

Zoning: Zoning Administrator Pat Garrity presented to the board his 2014 year-end Yankton County Planning Staff Report. Garrity also spoke about Legislative HB1194, SB102 and SB2 which pertain to Planning and Zoning.

Secondary Road: Duane Becker appeared before the board to discuss the Secondary Road Opt Out that was placed on the tax rolls for 2001. Mr. Becker requested some kind of accounting record on monies received and how the monies were spent.

Cell Phone: The board discussed the current cell phone policy. The consensus of the board was to table the issue until the next meeting so the policy can be rewritten and placed in the employee handbook.

County Seal: Commissioner Bodenstedt discussed creating a county seal that depicts Yankton County. Bodenstedt said she had spoken to Register of Deeds Brian Hunhoff and he agreed to help with the process.

Action 1557C: A motion was made by Kettering and seconded by Epp to authorize the County Auditor to advertise for the budget supplement in the amount of \$5,000.00 for the Yankton Homeless Shelter. All present voted aye; motion carried.

Government Bldg: Commissioner Freng spoke to the board about the progress on the remodeling of the Contact and Nurses offices.

Strategic Planning: Commissioner Kettering presented a plan that will consist of two commissioners speaking with each department to discuss strengths, weaknesses, opportunities and threats that face each department.

Action 1558C: A motion was made by Bodenstedt and seconded by Epp to approve an abatement in the amount of \$885.51 for Jennifer Hauger, due to the house being destroyed by fire. All present voted aye; motion carried.

Action 1559C: A motion was made by Bodenstedt and seconded by Epp to approve an abatement in the amount of \$132.25 for Judi's Dance Studio LLC. Property should be owner occupied. All present voted aye; motion carried.

Action 1560: A motion was made by Kettering and seconded by Bodenstedt to approve the January, 2015 gross payroll: **Commissioners:** \$5,104.42; **Auditor:** \$12,996.45; **Treasurer:** \$16,541.30; **States Attorney:** \$23,626.76; **Custodian:** \$2,886.84; **Director of Equalization:** \$20,384.75; **Register of Deeds:** \$12,221.27; **Veterans Service:** \$1,247.92; **Courthouse & Safety Center:** \$5,991.29; **Sheriff:** \$55,733.01; **County Jail:** \$53,182.75; **Coroner:** \$995.00; **Nurse:** \$2,688.82; **Ambulance:** \$36,266.42; **WIC:** \$1,253.25; **Extension:** \$6,349.75; **Soil Conservation:** \$1,305.57; **Weed:** \$0.00; **Planning & Zoning:** \$5,187.15; **Road & Bridge:** \$60,521.77; **OEMHS:** \$5,295.76; **24-7 Program:** \$3,794.50. South Dakota Retirement System \$25,016.82 (Other Employees), South Dakota Retirement System \$15,431.34 (Sheriff/EDS), South Dakota Retirement System (Payroll Deduction-Spouse Opt) \$217.65, South Dakota Retirement System (Supplemental) \$2,775.00, American Family Life Assurance Company (AFLAC) \$3,523.57, Legalshield \$64.75, Office of Child Support \$953.00, Nationwide Retirement Solutions \$69.44, First Dakota National Bank \$29,588.87 (Withholding), First Dakota National Bank \$40,574.40 (FICA) First Dakota National Bank \$9,489.18 (Medicare), Boston Mutual Life Insurance \$503.09, Colonial Life & Accident \$1,388.42, Avera Health Plans \$46,094.65, Optilegra \$437.92. Gross Payroll \$335,640.25, Net Payroll \$248,595.91. All present voted aye; motion carried.

Action 1561C: A motion was made by Kettering and seconded by Bodenstedt to adjourn. All present voted aye; motion carried.

The next regular meeting will be Tuesday, February 17th, 2015.

Donna Freng, Vice Chairperson
Yankton County Commission

ATTEST:
Patty Hojem, County Auditor