LAKE COUNTY COMMISSION MINUTES
July 17, 2012

The Board of Lake County Commissioners met in regular session on July 17, 2012 at 9 a.m. in the commission meeting room at the Lake County courthouse with the following members present: Dan Bohl, Chris Giles, Roger Hageman, Scott Pedersen, and Kelli Wollmann. Chairman Pedersen called the meeting to order. The Pledge of Allegiance was recited.

AGENDA APPROVED:

Motion by Hageman, second by Bohl, to approve the agenda of July 17, 2012. Motion carried.

MINUTES APPROVED:

Motion by Bohl, second by Wollmann, to approve the minutes of July 3, 2012. Motion carried.

PAYROLL APPROVED:

Motion by Hageman, second by Wollmann, to approve the payroll of June 25 to July 8, 2012. Motion carried. COMMISSIONERS: $3,861.20; AUDITORS OFC: $4,511.15; TREASURERS OFC: $3,973.58; STATES ATTY OFC: $5,611.39; GOVT BLDGS: $3,904.80; DIR EQUALIZATION OFC: $4,252.40; REGISTER DEEDS OFC: $3,175.78; VSO: $201.60; SHERIFF OFC: $10,310.40; JAIL: $5,860.64; EMA: $1,413.05; 911 COMM CENTER: $6,749.41; ROAD & BRIDGE: $17,559.86; CHN: $1,157.61; WIC: $195.52; EXTENSION: $1,306.42; ZONING: $1,180.20; ENV SPECIALIST; $304.00. GRAND TOTAL $75,529.01.

ACCOUNTS PAYABLE APPROVED:

Motion by Hageman, second by Bohl, to approve the following accounts payable (2). Motion carried.

Accounts Payable 7-13-12 General Withholdings: Dakotaland Fed Cr Union, withholdings, $372.00, Lake Co Treasurer, withholdings, $10,357.00, Sheriff: SD Dept of Revenue, Bl Alcohols, $454.00, Dev Disabled: SD Dept of Revenue, HSC (3), $1,448.39, Road Withholdings:
Dakotaland Fed Cr Union, withholdings, $360.00, Lake Co Treasurer, withholdings, $4,085.33, 911 Withholdings: Office Child Support Enf, Ch Support, $154.15, Lake Co Treasurer, withholdings, $1,668.32, EMA Withholdings: Lake Co Treasurer, withholdings, $441.34, Adv Taxes: Lake Co Treasurer, Adv Taxes, $16.43, St Remittance: SD Dept Of Revenue, $215,571.34, Flex Spending: One Recipient, $208.33, One Recipient, $70.40, Grand Total: $235,207.03,

Accounts Payable 7-18-12 Commissioners: Madison Daily Leader, publishing, $625.96, Infotech Solutions, June services, $3.00, Central Business Supply, supplies, $7.44, Midcontinent Comm, Service, $7.56, Elections: Software Services, June Services, $180.00, Madison Instant Printing, Laminating, $2.99, Bureau of Adm, Long Distance Calls, $1.17, McLeods Office Supply, supplies, $200.00, US Postal Service, Postage Meter Refill, $109.87, Infotech Solutions, June services, $30.00, Judicial: Dillon, Mary Jo, Transcripts, $66.50, Lyon Co Crt Administrator, Transcripts, $14.00, SDACC-Clerp, Clerp Qtrly pymt, $4,325.75, Parent, Philip, July Public Defender Contract, $4,458.33, West Payment Center, June Online Services, $606.41, Auditor: Software Services, June Services, $20.00, Infotech Solutions, June Services, $99.00, Marco, Copier Maint, $36.00, US Postal Service, Postage Meter Refill, $200.00, Centurylink, July Services, $46.20, Bureau of Adm, Long Distance Calls, $2.65, Midcontinent Comm, Service, $22.26, Treasurer: Software Services, June Services, $160.00, Mastel, Bruce, Host Database, $25.00, Infotech Solutions, June Services, $318.75, Lake County Treasurer, Certified Postage, $23.00, Office Peeps, supplies, $11.83, Madison Instant Printing, supplies, $65.00, Bureau of Adm, Long Distance Calls, $12.64, US Postal Service, Postage Meter Refill, $200.00, Centurylink, July Services, $32.80, Bureau of Adm, Long Distance Calls, $2.10, Infotech Solutions, Dell PC, $1,089.00, IT: Infotech Solutions, June Services, $767.50, St Atty: Van Stratton, Winer & Assoc, Evidence Exam, $3,150.00, Infotech Solutions, June Services, $228.00, Madison Instant Printing, supplies, $65.00, US Postal Service, Postage Meter Refill, $300.00, Centurylink, July Services, $46.20, Bureau of Adm, Long Distance/Fax Calls, $5.03, Midcontinent Comm, Service, $29.68, Verizon Wireless, Service, $25.53, Gvt Bldg: Infotech Solutions, June Services, $33.00, Kone Inc, Elev Maint, $1,207.26, Campbell Supply, supplies, $55.48, Chemco Inc, supplies, $114.57, Helena Chemical, supplies, $118.10, Home Service Water Cond, Salt, $56.16, John Deere Financial, parts, $21.61, Porta Pros, July Rental, $100.00, Pro-Build, supplies, $17.97, Bud's Clean Up, June Services, $154.52, Centurylink, July Services, $33.06, City of Madison, Util,

$1,275.06, Midcontinent Comm, Service, $7.42, Verizon Wireless, Service, $25.31, DOE: Infotech Solutions, June Service, $290.25, Office Peeps, Copier Maint/Usage, $38.00, Madison Instant Printing, supplies, $24.37, Madison Radioshack, supplies, $61.98, First Bank & Trust, Tvl Exp, $87.49, Centurylink, July Services, $32.80, Bureau of Adm, Long Distance/Fax Calls, $5.22, Midcontinent Comm, Service, $22.26, Verizon Wireless, Service, $25.31, ROD: Software Services, June Services, $340.00, Infotech Solutions, June Services, $66.00, Marco, Inc, Copier Maint/Usage, $62.96,US Postal Service, Postage Meter Refill, $200.00, Centurylink, July Services, $19.40, Bureau of Adm, Long Distance Calls, $6.29, Midcontinent Comm, Service, $14.84, VSO: Centurylink, July Services, $7.87, Bureau of Adm, Long Distance Calls, $.53, Sheriff: Madison Community Hosp, Bl Alcohols, $682.00, Infotech Solutions, June Service, $254.25, Madison Instant Printing, supplies, $135.00, Central Business, supplies, $8.87, McLeods Office Supply, supplies, $44.09, Office Peeps, supplies, $13.33, Pro-Build, supplies, $119.97, Reif, Mark, Gas, $24.00, Jail: Madison Community Hosp, ER Services, $874.86, Lewis Drug, prisoner Meds, $71.77, Avera Brookings Medical, prisoner care, $106.63, Brookings Co Sheriff, female housing, $1,955.00, Mitchell Clinic, prisoner care, $92.00, Volunteers of America, juv housing, $5,280.00, Infotech Solutions, June Service, $78.00, Centurylink, July Services, $73.00, City of Madison, Util, $773.02, Bureau of Adm, Long Distance/Fax Calls, $27.71, Midcontinent Comm, Svc/Sheriff, $81.62, Brown's Cleaning, June Laundry, $575.00, Sunshine Foods, Prisoner Meals, $1,572.00, Coroner: Weiland, Ted, Finley Fee, $59.24, SAR: Infotech Solutions, June Service, $3.00, Centurylink, July Services, $13.40, Support of Poor: Interlakes Medical Center, Services, $61.90, Infotech Solutions, June Service, $33.00, Madison Instant Printing, supplies, $3.25, Centurylink, July Services, $19.66, Midcontinent Comm, Service, $7.42, MI Board: Lincoln County Treasurer, Services, $90.00, Slowey Court Reporting, services, $27.50, Yankton County Treasurer, Services, $103.75, Yankton Co Sheriff's Ofc, Services, $75.00, Thurman, Creighton, Services, $179.90, Recreation: Porta Pros, July Rental, $200.00, Extension: Infotech Solutions, June services, $3.00, Madison Instant Printing, supplies, $32.50, US Post Office, Stamps, $176.00, Centurylink, July Services, $58.20, Bureau of Adm, Long Distance/Fax Calls, $13.52, Midcontinent Comm, Service, $7.42, First Bank & Trust, supplies, $118.24, Lake Co Revolving Fund, Instructor Fee, $60.00, Weed: City of Madison/Lafleur, Mtg, $25.00, Goodale, Kenneth, Mtg/Mileage, $36.10, Hildebrandt, James, Mtg/Mileage, $36.10, Laisy, Lyman, Mtg/Mileage, $29.44, Petersen, Kent, Mtg/Mileage, $27.59, Thompson, Marty, Mtg/Mileage, $27.22, Pulford's Auto Parts, supplies, $239.45, Bureau of Adm, Long Distance/Fax Calls, $12.63, Midcontinent Comm, Service, $7.42, Verizon Wireless, Service, $25.30, Infotech Solutions, June Services, $3.00, Lewis Drug, supplies, $35.91, Zoning: Aldrich, Joseph, Mtg/Mileage, $36.84, Anderson, Gene O, Mtg/Mileage, $41.28, Bickett, Donald, Mtg/Mileage, $41.28, Jerlow, R Douglas, Mtg/Mileage, $33.88, Johannsen, Craig, Mtg/Mileage, $25.74, Madison Daily Leader, publishing, $58.43, Infotech Solutions, June Services, $70.50, Madison Instant Printing, supplies, $4.88, Office Peeps, supplies, $250.29, US Postal Service, Postage Meter Refill, $300.00, Reinicke, Debra, Mileage, $7.03, Centurylink, July Services, $19.40, Bureau of Adm, Long Distance Calls, $5.58, Midcontinent Comm, Service, $7.42, Infotech Solutions, Hp Printer/Dell PC, $1,169.98, Env Specialist: Infotech Solutions, June Services, $3.00, Centurylink, July Services, $13.40, Verizon Wireless, Service, $35.74, Road & Bridge: SD Dept of Transportation, bridge exp, $645.25, American Eng Testing, services, $525.00, Dakota Plbg, Culvert Work, $1,548.50, Aramark Uniform Services, Aprons/Rugs, $64.04, Butler Machinery, parts, $209.83, Campbell Supply, supplies, $47.31, Carquest Auto Parts, parts, $618.60, F & M Oil Co, supplies, $78.75, John Deere Financial, parts, $612.29, Krug Products, Hose, $6.55, Lake County Intl, supplies, $152.40, Pro-Build, supplies, $84.06, Pulford's Auto Parts, parts, $124.65, Resykle, Oxygen, $25.00, Sturdevant's Auto Parts, parts, $737.76, Wheelco, parts, $204.26, Madison Instant Printing, Copy Paper, $32.50, Lake County Treasurer, Stamps, $45.00, F & M Oil Company, Tubes, $51.20, WW Tire Service, Tires/Casings, $509.16, Flint Hills Resources, Road Oil, $147,610.23, Xcel Energy, Util/Ramona, $10.26, Centurylink, July Services, $46.20, Midcontinent Comm, Service, $7.42, Verizon Wireless, Service, $50.60, Infotech Solutions, June services, $3.00, Bowes Construction, Asphalt, $636,592.87, 911 Comm Center: Language Line Services, June Service, $90.00, Infotech Solutions, June Service, $89.25, Madison Instant Printing, Copy Paper,

$32.50, Centurylink, July Services, $371.74, ITC, July Service, $115.55, Bureau of Adm, Long Distance Calls, $4.53, Midcontinent Comm, Service, $7.42, Triotel Communication, Service, $171.53, Verizon Wireless, Service, $25.31, EMA: Infotech Solutions, June Service, $3.00, Bureau of Adm, Long Distance Calls, $9.02, Centurylink, July Services, $44.59, Midcontinent Comm, Service, $14.84, Verizon Wireless, Service, $30.54, Grand Total: $830,617.60.

HWY 34 FOUR THE FUTURE:

Motion by Bohl, second by Wollmann, to approve a letter of support for the Hwy 34 Four the Future project. Motion carried.

4-H BARN USER APPLICATION:

The board reviewed the application of Living Hope Wesleyan Church to use the 4-H barn for vacation Bible School on July 31-August 2, 2012. Motion by Wollmann, second by Bohl, to approve application with no fee. Motion carried.

COUNTY WELFARE/INDIGENT:

Peggy Young, Welfare Manager, met with the board to discuss Indigent #12-28 and Indigent #12-29.

INDIGENT #12-28: Assistance is not needed.

INDIGENT #12-29: Motion by Bohl, second by Giles, to approve $259.03 rental assistance to Indigent #12-29 contingent upon indigent continues to work with Job Service, applies for the TANF work program, and signs a contract for repayment. Motion carried.

NEW HIRE/911 COMM:

Julie Wegener, 911 Comm Supr., met with the board to discuss the hire of Carla Sudenga, Trainee Dispatcher. Motion by Giles, second by Wollmann, to approve the new hire of Carla Sudenga, G9,5 at $13.25 per hour, part-time with no benefits, effective today. Motion carried.

420 NW 4TH ST/COUNTY HOUSE:

Commissioner Wollmann reported to the board on the progress on the house at 420 NW 4th St in Madison. The board reviewed pictures of the property. Auditor Janke discussed the motions that are necessary on this project and public auction date of August 21, 2012 for this property. Chairman Pedersen will be auctioneer. Motion by Bohl, second by Giles, to approve volunteer, Stacey Budahl, to assist in cleaning the house. Motion carried. Motion by Hageman, second by Bohl, to declare the property at 420 NW 4th St., in the City of Madison surplus property. Motion carried. Motion by Giles, second by Hageman, to approve usable items given to Almost Home and St. John Lutheran clothing room. Motion carried.

MEETINGS ATTENDED:

Commissioner Giles attend the East Dakota Transit meeting. Commissioner Bohl attended the 911 meeting.

REGIONAL PLANNING COMMITTEE:

Don Thomson, EMA, and Tim Walburg, Chief Deputy Sheriff, were present to discuss the Regional Planning committee for 2012 Homeland Security grants. The county is to provide the Regional Coordinator with approved planning committee members. Motion by Giles, second by Wollmann, to approve Don Thomson and Tim Walburg to the Regional Planning committee. Motion carried.

ENVIRONMENTAL SPECIALIST:

The commission welcomed John Maursetter, Environmental Specialist, to Lake County. The goals of this water quality position were discussed and will be reviewed by the entire board when prepared. Maursetter asked the board if he should attend the Regional Watershed Advisory Task Force meeting on July 23, 2012 at Pierre. The board approved Maursetter attending this meeting. Other items discussed include the aerators on Lake Madison, Lake Madison Development Assn annual picnic on August 5, 2012, flex time, and reporting to the Auditor's office when not in the office. Maursetter and Janke reviewed the 2013 budget request of the Environmental Specialist office with the board. The travel line was increased and the salary line was discussed.

BOARD OF ADJUSTMENT:

Motion by Hageman, second by Bohl, to enter into a board of adjustment. Motion carried.

ZONING/COND USE:

CONDITIONAL USE APPLICATION OF TERRANCE & JERILYNN MEHLBRECH—Lot 28 Blk D of E Spawn's Sub Govt Lots 3-4-5, Section 10-105-51, Chester Twp, Lake County. Terrance and Jerilynn Mehlbrech were present to discuss their request to build an oversized accessory building. Motion by Giles, second by Bohl, to approve the conditional use application. Motion carried.

REGULAR SESSION:

Motion by Wollmann, second by Hageman, to adjourn as a board of adjustment and return to the regular session. Motion carried.

2013 BUDGET REQUESTS:

Nancy Sabbe, **Madison Public Library**, discussed the demand for electronic books, maintenance items, and percentage of people using the library living outside the City of Madison. The 2013 request from the library is $10,000. Shelli Gust, St Atty legal assistant, presented the 2013 budget request for the **St Atty office.** The St Atty does not intend to replace computers on the replacement schedule until 2014. Don Thomson, EMA/VSO/SAR, presented the 2013 budget requests for those offices. He discussed additions to the **Emergency Management Agency** budget for website hosting and utility costs with the Lake Madison sirens. He is requesting $51,000 for a 1 ½ bay addition to the **Search & Rescue** building. He discussed additional software needed in the **Veterans Service office**. Auditor Janke discussed the **Dev Disabled, Board of Health, GFP/Predatory Animal**, **Contingency, and Mental Illness Board** budgets. Slight increases in the Dev Disabled and MI Board budgets were requested due to number of Lake County residents at the Human Service Center. She discussed computer replacement for the **Auditor's Office** budget for 2013. She discussed the **Elections Office** budget with many unknowns at this time with the Secretary of State implementing the TotalVote system. Ron Jorgensen, Madison Community Hospital, discussed the $20,000 request for the **Ambulance Service**. Ambulance replacement was discussed. Shawn Nills**, Community Counseling Services,** discussed the $16,740 request for county mandated obligations, court-ordered services, and services for low income families in Lake County. A crisis room was also discussed for mental illness holds.

BLDGS & GROUNDS/PS BUILDING:

Derrick Shoenrock, Bldgs & Grounds Supt., was called to the meeting to report on the air conditioning break-down at the Public Safety building. He reported the problem began about 3 weeks ago. TRANE Inc has been working on the problem. Commission discussed purchasing window air conditioners. Shoenrock said there will be air conditioning in the building on Wednesday.

2013 BUDGET REQUESTS:

Linda Klosterman, Clerk of Courts, presented the budget request for the **Judicial system**. She requests the counter replaced in the Clerk of Courts office for 2013. Michelle Goodale, Carolyn Rudebusch, Roger Albertson, Craig Johannsen, and Jim Hildebrandt were present to discuss the budget request for the Lake County **Conservation District**. They discussed new building expenses, required computer/software purchases and replacement of 1979 pickup. The board thanked the commission and Lake County Hwy Dept for fill material provided for new building and new driveway.

RECESS:

The board recessed for noon lunch at 11:55 a.m. in the election office.

REGULAR SESSION:

The board returned to the regular session at 12:20 p.m.

2013 BUDGET REQUESTS:

Shirley Ebsen, **Director of Equalization**, met with the board to discuss her 2013 budget request. She discussed requests for new software/GIS webhost & maintenance/1/2 copier cost for $20,000. She also discussed increasing the hours for the part-time person in her office. Debra Reinicke, **Zoning & Drainage**, discussed paying half of the cost for copier to be shared by equalization and zoning-drainage in 2013. Derrick Shoenrock**, Bldgs & Grounds Supt**., discussed his general fund and building fund budgets. He discussed the following projects for 2013 in the building fund budget: 3rd floor carpet (offices, library, jury room), 4th floor carpet, P.S. bldg roof, concrete repairs, handicap restroom and carpet in 4H kitchen. The board also discussed with Shoenrock the air conditioning unit at the Public Safety building, sprinkler system, and courthouse basement storage room project. Roger

Hartman, Sheriff, and Tim Walburg, Chief Deputy Sheriff, met with the board to discuss proposed changes in the salary line for the **Sheriff and Jail** budgets. They proposed an 86 hour work period. No overtime earned until 86 hours have been worked in the pay period. They also discussed on-call pay of 50 cents per hour. Hartman requested a new vehicle for 2013 for $30,000. The 24/7 fund was also discussed. Amanda Stade, 4H Advisor, and Glenda Blom, Office Manager, discussed the **Extension Office** budget for 2013. They discussed the copier lease which expires Dec 2013. The board approved extending the lease with quarterly payments. Stade reported the agreement with Lake/Moody counties is working well. The participant numbers in 4H activities continues to grow. Jen Fouberg discussed the **CHN/WIC** budgets. She told the board they need a copier. She would like to get the Register of Deeds' copier when the ROD gets a new one in 2013. Peggy Young, **Welfare Manager,** discussed the Support of Poor budget with the board. She does not need her laptop replaced at this time. Auditor Janke asked if she felt the prof services line in her budget was adequate. She felt it was as long as contingency funds are available. Janke discussed the **Coroner, Commission, IT, and Recreation** budgets. Commission didn't request any new equipment in the commission room at this time. There were only slight increases in the Coroner and IT budgets. The expenses for port-a-pots and dock services will be budgeted in the 2013 **Recreation budget**. The recreational trail expansion project will not be budgeted in 2013. Scott Mathison, **Hwy Supt**., would like Lake County and McCook counties to share the costs for a new chip spreader for 2013. The approximate purchase price to each county would be $80,000. Mathison to work with States Attorney to prepare an agreement between both counties. He also discussed purchases of a sander and mower. Robert Johnson, **Weed Dept**, discussed the need for baffles for the tanker semi for 2013. Deb Blanchette, Food Pantry, met with the board to discuss the $2,400 request of the **Madison Food Pantry.** The **Domestic Abuse** budget was discussed. The fees collected and remitted to the Domestic Violence Network are from marriage license fees collected from the Register of Deeds and divorce fees collected from the Clerk of Courts.

PROPOSED THRIFT STORE:

Jerry Johnson met with the board to discuss the proposed thrift store. The group met with the county earlier and requested assistance from the county because the county helps with Indigent and welfare needs. Don Amert, Cindy Dannenbring, and Jeff Bloom discussed different aspects on why this project is good for the community. The group will proceed at a slower pace and educate the public about this project. The commission reported on discussion they have had with taxpayers about this proposed thrift store project. Discussion included using existing buildings, not using taxpayer's money, prove feasibility of the building, and plenty of products available in county to sell at thrift store.

2013 BUDGET REQUESTS/DISCUSSION:

Julie Wegener, **911 Comm Supr**., met with the board to discuss the 2013 budget request for the 911 Communication Center. She requests the rates she has provided for her employees are implemented for 2013, not waiting to see if wage/salary study being conducted by First District is finished in time for 2013 budget. She will continue to budget $50,000 for communications upgrade in 2013. Auditor Janke asked the board for directions for 2013 budget preparation for their next meeting. The board asked her to prepare a budget with raises figured at 2% and step or $416 and budget with extra raises for departments that requested more. Janke to check with Todd Kays, First District, on the progress of the wage and salary study and review estimated revenue for 2013.

TRAVEL REQUESTS:

Shirley Ebsen to attend District 5 Assessors meeting on July 18, 2012 at McCook County.
John Maursetter to attend EDWDD meeting on July 19, 2012 at Brookings, SD and Regional Watershed Advisory Task Force meeting on July 23, 2012 at Pierre, SD.

REPORTS REVIEWED:

The following reports for June 2012 were reviewed and place on file: Register of Deed's fees collected $10,602.00, Zoning & Drainage fees collected $3,603.00, Sheriff's fees collected $4,358.82 and Auditor's account with the Treasurer $4,956,672.95 in all accounts.

ADJOURNMENT:

There being no further business to come before the board, Chairman Pedersen at 4:15 p.m. adjourned the meeting until August 7, 2012 at 9 a.m.

/s/Roberta Janke /s/Scott Pedersen

ROBERTA JANKE SCOTT PEDERSEN

Published at the total approximate cost of $