LAKE COUNTY COMMISSION MINUTES
December 20, 2016

The Board of Lake County Commissioners met in regular session on December 20, 2016 at 9 a.m. in the commission meeting room at the Lake County courthouse with the following members present: Ronald Golden, Roger Hageman, Aaron Johnson and Kelli Wollmann. Chairman Hageman called the meeting to order. The Pledge of Allegiance was recited.

AGENDA APPROVED

Motion by Wollmann, second by Golden, to approve the agenda of December 20, 2016. Motion carried.

MINUTES APPROVED:

Motion by Golden, second by Johnson, to approve the minutes of December 6, 2016. Motion carried.

PAYROLL APPROVED:

Motion by Johnson, second by Golden, to approve payroll of December 5-18, 2016. Motion carried. COMMISSIONERS: $2,464.05; AUDITORS OFC: $4,863.44; TREASURERS OFC: $6,493.14; STATES ATTORNEY OFC: $7,410.45; GOVT BLDGS: $4,073.76; DIR EQUALIZATION OFC: $5,798.40; REGISTER DEEDS OFC: $3,101.86; VSO: $216.48; SHERIFF OFC: $10,919.15; JAIL: $9,834.61; EMA: $1,370.88; 911 COMM CENTER: $7,916.54; 24/7: $533.52; ROAD & BRIDGE: $21,407.56; WELFARE: $344.50; CHN: $1,200.00; WIC: $208.00; EXTENSION: $1,434.40; ZONING; $2,177.90 GRAND TOTAL $91,768.64.

ACCOUNTS PAYABLE APPROVED:

Auditor Janke told the board the bill for Madison Regional Health System of $1,492.95 should be changed to $791.26 due to a discount received. Motion by Wollmann, second by Johnson, to approve the following accounts payable (2) of December 9 & 14, 2016. Motion carried. Motion by Golden, second by Wollmann, to approve the accounts payable of December 21, 2016. Motion carried.

Accounts Payable 12-9-16 General Withholding: Dakotaland Fed Cr Union, withholding, $247.00, Lake Co Treasurer, withholding, $15,925.14, **Hwy Rd-Br:** Dakotaland Fed Cr Union, withholding, $325.00, Lake Co Treasurer, withholding, $4,890.77, **911 Comm:** Lake Co Treasurer, withholding, $2,210.91, **EMA:** Lake Co Treasurer, withholding, $294.46, **24/7:** Lake Co Treasurer, withholding, $68.22, **Flex Spending:** One Recipient, $160.00, Grand Total: $24,121.50

Accounts Payable 12-14-16 General Withholding: Lake Co Treasurer, withholding, $3,371.54, **Election:** First Bank & Trust, Dymo Labels, $33.91, **Gvt Bldg:** First Bank & Trust, Knob/Gauge/Actuator/Battery, $294.04, Verizon Wireless, Service, $31.30, **Sheriff:** SD Dept of Revenue, Bl Alcohols, $175.00, Great Western Bank, Gas, $29.00, **Dev Disabled:** SD Dept of Revenue, Hsc service, $600.00, **Extension:** First Bank & Trust, Santa Day Supplies, $83.88, **Weed:** Verizon Wireless, Service, $31.30, **Hwy Rd-Br:** Lake Co Treasurer, withholding, $1,626.87, Verizon Wireless, Service, $62.58, **911 Comm:** Lake Co Treasurer, withholding, $464.52, Itc, Service, $115.55, Triotel Communication, Service, $171.53, Verizon Wireless, Service, $66.22, **EMA:** First Bank & Trust, Tvl Exp/diagnostic equip/Ipods/parka/software, $1,329.77, Verizon Wireless, Svc/Hotspot, $106.53, **St Remittance:** SD Dept of Revenue, Vr Fees, $258,326.64, **M&P Fund:** SDACO, Nov Rod Fee, $354.00, Grand Total: $267,274.18

Accounts Payable 12-21-16 Commissioner: Dept of Legislative Audit, 2014-2015 Audit, $13,111.55, Madison Daily Leader, publishing, $580.06, Central Business, supplies, $33.38, Pitney Bowes, Postage Lease, $1.03, Infotech Solutions, Email, $3.00, **Election:** Madison Daily Leader, publishing, $1,271.44, Pitney Bowes, Postage Lease, $14.05, Bureau of Adm, Oct Long Distance Calls, $6.19, Us Postal Service, Meter Refill, $310.00, Infotech Solutions, Maint, $60.00, **Judicial:** O'Kane, Angela, Crt Appt Atty fee, $505.08, Lammers Kleibacker, Dec Public Defender Contract, $2,625.00, Shaeffer Law Office, Dec Public Defender Contract/mileage, $2,732.37, Deyanira Teresa Thorin, Interpreter service, $315.50, Pitney Bowes, Postage Lease, $18.29, Thomson Reuters-West, Online Service/law books, $1,099.85, **Auditor:** Software Services, Service, $560.00, Infotech Solutions, Email/Maint, $99.00, Lake County Treasurer, Nov Ach Chg, $45.76, Pitney Bowes, Postage Lease, $44.52, Us Postal Service, Meter Refill, $489.06, Centurylink, Dec Service, $46.23,

Bureau of Adm, Oct Long Distance/Fax Calls, $2.82, **Treasurer:** Mastel, Bruce, Host Database, $35.00, Software Services, Service, $200.00, Infotech Solutions, Labor, $37.50, Pitney Bowes, Postage Lease, $13.78, Office Peeps, supplies, $112.95, Pitney Bowes, Postage Lease, $44.26, Bureau of Adm, Oct Long Distance/Fax Calls, $5.55, Centurylink, Dec Service, $32.82, Bureau of Adm, Oct Long Distance/Fax Calls, $4.40, **St Atty:** Infotech Solutions, Email/Maint, $163.50, Lewis Drug, supplies, $37.49, Pitney Bowes, Postage Lease, $8.48, Thompson, Jennie, Mileage, $42.00, Centurylink, Dec Service, $46.23, Bureau of Adm, Oct Long Distance Calls, $12.81, **Gvt Bldg:** G & R Controls, service, $548.75, Infotech Solutions, Email/Maint, $33.00, Campbell Supply, supplies, $104.06, Lewis Drug, supplies, $54.74, Outer World, signs/parking lot, $50.00, Pro-Build, supplies, $42.89, Bud's Clean Up, Nov Service, $177.29, Centurylink, Dec Service, $33.08, City of Madison, Utilities, $1,497.83, Bureau of Adm, Oct Long Distance Calls, $1.44, Northwestern Energy, Service, $10.00, **DOE:** Marshall & Swift/Boeckh, service, $1,129.95, Software Services, Service, $580.00, The Schneider Corporation, service, $72.00, Infotech Solutions, Email/Maint, $192.00, Campbell Supply, supplies, $49.98, Pitney Bowes, Postage Lease, $52.47, Us Postal Service, Meter Refill, $400.00, Office Peeps, supplies, $8.40, Centurylink, Dec Service, $32.82, Bureau of Adm, Oct Long Distance Calls, $1.39, **ROD:** Infotech Solutions, Email/Maint, $66.00, Pitney Bowes, Postage Lease, $15.90, Centurylink, Dec Service, $19.41, Bureau of Adm, Oct Long Distance Calls, $1.34, **VSO:** Pitney Bowes, Postage Lease, $.53, Centurylink, Dec Service, $7.88, Bureau of Adm, Oct Long Distance/Fax Calls, $2.80, Infotech Solutions, Email/Maint, $33.00, **It:** Infotech Solutions, Backup/Maint, $622.75, **Sheriff:** Madison Reg Health System, Bl Alcohol, $510.00, Infotech Solutions, Email/Maint, $351.00, A & B Business, Copier Maint/Usage, $52.44, Madison Instant Printing, supplies, $234.50, Pitney Bowes, Postage Lease, $19.08, Carquest, parts, $48.48, Eastline Supply, parts, $6.72, Sturdevant's, Battery/parts, $319.92, Wash & Ride, Car Wash, $52.50, **Jail:** Madison Reg Health System, prisoner care, $791.26, Lewis Drug, prisoner meds, $83.58, Beadle County Sheriff, female housing, $480.00, Codington Co Sheriff, female housing, $225.00, Grant County Sheriff, female housing, $845.00, Lewis Drug, female meds, $132.67, Union County Sheriff Ofc, female housing, $2,400.00, Minnehaha Co Regional, Juv housing, $1,400.00, Infotech Solutions, Email/Maint, $424.50, Lewis Drug, supplies, $196.88, Centurylink, Dec Service, $73.05, City of Madison, Utilities, $1,510.32, Bureau of Adm, Oct Long Distance/Fax Calls, $34.20, Northwestern Energy, Service, $235.38, Verizon Wireless, Service, $235.66, Sunshine Foods, Prisoner broth, $3.98, **SAR:** Infotech Solutions, Email, $3.00, Centurylink, Dec Service, $13.41, Northwestern Energy, Service, $17.66, **Support of Poor:** Infotech Solutions, Email/Maint, $33.00, Pitney Bowes, Postage Lease, $.80, Office Peeps, supplies, $38.40, Anderson, Amanda, Tvl Exp/Mileage, $78.74, Centurylink, Dec Service, $19.67, Bureau of Adm, Oct Long Distance Calls, $.06, Senior Companions of SD, 4th Qtr Allotment, $500.00, Lake Co Food Pantry, 4th Qtr Allotment, $630.00, **CHN:** Pitney Bowes, Postage Lease, $20.14, Paulson, Joann, service/Mileage, $572.24, **Ambulance:** Madison Reg Health System, 4th Qtr Allotment, $5,793.75, **Care of Aged:** Interlakes Comm Action, 4th Qtr Allotment, $2,844.75, East Dakota Transit, 4th Qtr Allotment, $3,000.00, **Dev Disabled:** Valiant Living, 4th Qtr Allotment, $625.00, **Drug Abuse:** Community Counseling Svc, 4th Qtr Allotment, $2,092.50, **Mental Health Center:** Community Counseling Svc, 4th Qtr Allotment, $2,092.50, **M I Board:** Ekeren, Marv, Mi Hearing, $15.00, Katterhagen, Mark, Mi Hearing, $30.00, Lewis & Clark Bhs, Mi Hearing, $160.00, Lewno, Lucy, Mi Hearing, $299.42, Lincoln County Treasurer, Mi Hearing, $935.10, Swanda, Karen, Mi Hearing, $15.00, Yankton County Treasurer, Mi Hearing, $116.25, Ericsson, Richard, Mi Hearing, $184.00, Brevik, Marcia, Mi Crt Appt Atty, $249.13, **Public Library:** Madison Public Library, 4th Qtr Allotment, $4,250.00, **Historical Museum:** Smith-Zimmermann Museum, 4th Qtr Allotment, $750.00, **Extension:** Central Business, supplies, $ 77.49, Centurylink, Dec Service, $58.23, Bureau of Adm, Oct Long Distance Calls, $3.73, Infotech Solutions, Email, $3.00, Shopko, supplies, $17.98, **Cons Dst:** Lake County Cons District, 4th Qtr Allotment, $17,060.75, **Weed:** SD Assn Weed/Pest Supr, Dues, $50.00, Infotech Solutions, Email, $3.00, **Zoning:** SD Retirement System, Sp Pay Fee, $45.00, First District Assn, 4th Qtr Allotment, $4,630.43, Aldrich, Joseph, Mtg/Mileage, $38.44, Anderson, Gene, Mtg/Mileage, $43.48, Bickett, Donald, Mtg/Mileage, $43.48, Jerlow, Douglas, Mtg/Mileage, $35.08, Johannsen, Craig, Mtg/Mileage, $25.84, Thompson, Dale,

Mtg/Mileage, $29.20, Infotech Solutions, Email/Maint, $66.00, Pitney Bowes, Postage Lease, $9.54, Us Postal Service, Meter Refill, $140.00, Office Peeps, supplies, $69.98, Centurylink, Dec Service, $32.82, Bureau of Adm, Oct Long Distance Calls, $8.91, **Economic Dev/Tourism:** Lake Area Improvement Corp, 4th Qtr Allotment, $6,250.00, Prairie Historical Society, 4th Qtr Allotment, $1,250.00, **Hwy Rd-Br:** One recipient, Ins Deductible, $750.00, Robert Johnson, safety clothing, $54.43, Madison Daily Leader, publishing, $49.63, Flatten Digging, Culvert Work, $688.77, Aramark Uniform Services, Service, $38.50, Boyer Trucks, parts, $116.10, Campbell Supply, supplies, $228.01, Carquest, parts, $166.50, Dakota Fluid Power, parts, $114.87, Eastline Supply, parts, $59.63, F & M Coop, supplies, $378.50, Fastenal Co, supplies, $9.05, Helena, chemicals, $194.00, Icon Metal Works, parts, $358.45, Krug Products, parts, $83.28, Lake County Intl, parts, $407.16, Michael Johnson Const, Sand, $2,481.84, O'Reilly Auto Parts, parts, $197.18, Sturdevant's, parts, $93.60, Wheelco, parts, $70.60, Krug Products, parts, $5.00, Master Burn, parts, $71.21, Resykle, supplies, $84.51, Central Business, supplies, $124.39, Equipment Blades, Blades, $4,130.55, Campbell Supply, supplies, $16.79, F & M Coop, supplies, $52.00, Xcel Energy, Util/Ramona, $10.00, Northwestern Energy, Service, $238.12, Centurylink, Dec Service, $46.23, Bureau of Adm, Oct Long Distance/Fax Calls, $8.70, Infotech Solutions, Email/Maint, $66.00, **911 Comm:** Infotech Solutions, Email/Maint, $126.00, Pitney Bowes, Postage Lease, $1.33, Centurylink, Dec Service, $371.78, Bureau of Adm, Oct Long Distance Calls, $4.66, Wegener, Julie, supplies, $13.72, **EMA:** Infotech Solutions, Email/Maint, $586.74, Midwest Card & Id Solution, supplies, $650.00, Campbell Supply, supplies, $39.50, Central Business, supplies, $9.41, Pitney Bowes, Postage Lease, $.80, Centurylink, Dec Service, $44.61, Bureau of Adm, Oct Long Distance Calls, $7.02, Sturdevant's, parts, $108.86, **Domestic Abuse:** Domestic Violence Network, 4th Qtr Allotment, $1,090.00, **24/7:** Pharmchem Inc, service, $893.20, Satellite Tracking, service, $529.75, **M&P Fund:** Microfilm Imaging Sys, service, $195.00, **Law Library:** Thomson Reuters-West, law books, $378.61, **Flex Spending:** One Recipient, $276.20, One Recipient, $396.00, One Recipient, $218.35, Grand Total: $113,985.81
Commissioner Bohl joined the meeting.

APPROVE FUEL QUOTES:

The board reviewed the following fuel quotes: Cole's Petroleum ethanol 1.7086, #1 diesel fuel 1.7161, #2 diesel fuel 1.5878 and F&M Coop ethanol 1.709, #1 diesel fuel 1.709, #2 diesel fuel 1.629. Motion by Golden, second by Bohl, to approve the low quote of Cole's Petroleum. Motion carried.

RESOLUTION 2016-26/ESTABLISH TREASURER OFC HOURS:

Shelli Gust, Commission Administrative Officer, told the board the treasurer's office hours were changed in July and will be changed back effective January 3, 2017 to regular 8 a.m. to 5 p.m. hours. Commissioner Golden asked that the effective year in the resolution be changed to 2017. Motion by Golden, second by Wollmann, to approve Resolution 2016-26. Motion carried.

RESOLUTION 2016-26

ESTABLISH HOURS OF OPERATION

FOR LAKE COUNTY TREASURER'S OFFICE

WHEREAS, SDCL 7-7-2 requires the board of county commissioners to establish the hours of operation for each county government office, except for the offices of the sheriff and state's attorney, and

WHEREAS, there was a temporary need to give the Lake County Treasurer's Office staff the flexibility to close the office for one hour each day to allow staff a rest period and/or lunch break; and

WHEREAS, the one hour closure each day is no longer necessary.

THERFORE, BE IT FURTHER RESOLVED that effective Tuesday, January 3, 2017, the Lake County Treasurer's Office's standard business hours shall be the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday of each week, excluding holidays.

Voting aye: Bohl, Golden, Hageman, Johnson, Wollmann Voting nay: none

Dated this 20th day of December 2016 at Madison, South Dakota.

BOARD OF LAKE COUNTY COMMISSIONERS

/s/Roger Hageman

Roger Hageman, Lake County Commission Chairman

ATTEST:
/s/Roberta Janke
Roberta Janke, Lake County Auditor

4H GROUNDS/RENTAL:

The board reviewed the 4H Grounds rental application of Trinity Lutheran Church for June 26-29, 2017 for day camp. CAO Gust told the board the 4H Center is not available on Tuesday, June 27th, driver's exam day but other buildings could be used. Motion by Johnson, second by Bohl, to approve the application of Trinity Lutheran Church and waive the rental fee. Motion carried.

SLA AMENDMENT #2:

Doug Huntrods, Emergency Manager, reviewed the 2016 Emergency Management performance grant subaward agreement amendment #2 with the board. Auditor Janke explained to the board the grant award for Emergency Management does not cover 50% of the expenses for EM. Motion by Bohl, second by Golden, to approve the chairman sign SLA #2 amendment. Motion carried.

EM/VSO/MONTHLY REPORT:

Huntrods reported on the following for Emergency Management: attended safety committee meeting where a trainer from Donovan's Hobby & Scuba Center was present to discuss a certified dive team, attended Safety Benefits conference, Madison Regional Health System full scale exercise, assisted fire department and Red Cross with a house fire, improvements made to the Emergency Operation Center, worked on fire fighter grant, LEPC grant, and logo contest. He reported on the following for the Veteran's Service Office: fewer Veteran's coming in but more complex cases, attended Joining Forces meeting and community round table meeting for social services.

MEETINGS ATTENDED:

Commissioner Golden attended East Dakota Transit meeting. Commissioner Wollmann attend library board, Lake County building committee, and interviews for zoning officer. Commissioner Bohl attended planning meeting. Commissioner Johnson attended interviews for zoning officer. Chairman Hageman attended Lake County building committee and LAIC meetings.

SOCIAL MEDIA REVIEW:

CAO Gust told the board the county Facebook account has received 460 likes. The board agreed the social media account should continue. She told the board a policy for social media is being reviewed.

4H ADVISOR/YEAREND REPORT:

Sarah Hamner, 4H Advisor, met with the board for her yearend report. She discussed the following: attended fall conference, promotion and expansion meeting, First Generation committee meeting, recognition event was held, attended leaders meeting and served The Gathering, camp talks beginning, and shooting sports. A survey will be sent to see if there is interest in an open class livestock show.

DOE/AG PROPERTY:

Shirley Ebsen, Director of Equalization, met with the board to discuss the changes in defining AG property. The three criteria used to classify agricultural is use, income, and size. Two of the three criteria must be met to be defined as AG property. The income and size criteria changed effective July 1, 2016. Lake County has always used 20 acres as the size criteria but that will change. She told the board new property owners that provide the financial information required will be reclassified if they meet the new definition. They will not be auditing other records of the county at this time. She discussed the top dollar for crop and noncrop land. Currently the median level for nonag property is 84.9% which is slightly below the 85% requirement. She is confident the 85% will be achieved for the next assessment year.

GIS COMMITTEE:

Ebsen asked Commissioner Golden to remain on the GIS committee after his term ends. He and the board agreed to this committee assignment.

NEW HIRE/JAIL:

Sheriff Walburg met with the board to discuss the new hire of Hannah Haak, Detention Officer. Motion by Golden, second by Bohl, to approve Hannah Haak, Detention Officer, full-time with benefits, effective December 19, 2016 at $14.00 per hour, Grade 3. Motion carried. **AWARD PRESENTATION:**

Tim Walburg, Sheriff, described the facts of the case of August 28th involving arson and assault on a City of Madison police officer. He presented an award to Lake County Deputy Allen Pooler who provided lifesaving assistance to Officer Tony Garcia. Ryan Rook, Madison Police Officer, also assisted.

ZONING/PLATS:

Mandi Anderson, Zoning Assistant, and Debra Reinicke, Zoning Officer, presented the following plats to the board.

Plat of Lot 1 of Ingemansen addition in the NW1/4 of the NW1/4 of Section 29, Township 108 north, Range 51 west of the 5th p.m., Lake County SD. Motion by Bohl, second by Golden, to approve the plat. Motion carried.

Plat of Lots 1 thru 4 of Pederson's Addition in the SE1/4 of Section 30, Township 106 north, Range 51 west of the 5th principal meridian, Lake County SD, containing 84,368 sq ft (1.94 acres) more or less. Motion by Golden, second by Wollmann, to approve the plat. Motion carried.

Commissioner Golden recuses himself from the Gulbranson's Addition plat.

Plat of Gulbranson's Addition Government Lots 1 & 2 of Section 36, Township 106 north, Range 52 west of the 5th p.m. in Lake County, SD. Motion by Johnson, second by Bohl, to approve the plat. Motion carried.

BOARD OF ADJUSTMENT:

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

CONDITIONAL USE/VARIANCE:

Zoning Assistant Anderson and Zoning Officer Reinicke presented the following conditional use and variance applications to the board.

#16-03 RONALD HOWE CONDITIONAL USE APPLICATION Lot H Hunts Add SW1/4SW1/4 25-106-52. Ronald Howe was present to discuss his request to build a storage building with greater dimensions than 4,000 sq/ft. Motion by Golden, second by Wollmann, to approve the Howe conditional use permit and adopt the findings in the staff report. Motion carried.

#16-09 RONALD HOWE VARIANCE APPLICATION Lot H Hunts add SW1/4SW1/4 25-106-52. Ronald Howe was present to discuss his request for a variance from the minimum rear yard setback. Motion by Bohl, second by Golden, to approve the Howe variance permit and adopt the findings in the staff report. Motion carried.

#16-04 BRIAN JOHNSON CONDITIONAL USE APPLICATION Lot 1 Hunts Addn SW1/4SW1/4 25-106-52. Brian Johnson was present to discuss his request to build a storage building with greater dimensions than 4,000 sq/ft. Motion by Bohl, second by Wollmann, to approve the Johnson conditional use permit and adopt the findings in the staff report. Motion carried.

#16-10 BRIAN JOHNSON VARIANCE APPLICATION Lot 1 Hunts Addn SW1/4SW1/4 25-106-52. Brian Johnson was present to discuss his request for a variance from the minimum rear yard setback. Motion by Golden, second by Johnson, to approve the variance permit and adopt the findings in the staff report. Motion carried.

#16-11 GARY FIKSE VARIANCE APPLICATION real property Colton Park Sec 31-106-51 Govt Lots 2 & 3 6748 Smith Drive #1084. Gary Fikse was present to discuss his request for a variance from the minimum side yards setback. Motion by Bohl, second by Johnson, to approve the Fikse variance permit and adopt the findings in the staff report. Motion carried.

#16-05 GAYLEN BACKUS CONDITIONAL USE APPLICATION Tract One of Lake Grazing Assn. Lot A in NW1/4 & SW1/4 21-106-51 #720 & #720-1. Gaylen Backus was present to discuss his

request for an agricultural processing facility. Motion by Golden, second by Bohl, to approve the Backus conditional use permit and adopted the findings in the staff report. Motion carried.

#16-06 GAYLEN BACKUS CONDITIONAL USE APPLICATION Tract One of Lake Grazing Assn. Lot A in NW1/4 & SW1/4 21-106-51 #720 & #720-1. Gaylen Backus was present to discuss his request for a premise sign. Motion by Wollmann, second by Johnson, to approve the Backus conditional use permit and adopt the findings in the staff report. Motion carried.

#16-12 GAYLEN BACKUS VARIANCE APPLICATION Tract One of Lake Grazing Assn Lot A in NW1/4 & SW1/4 21-106-51 #720 & #720-1. Gaylen Backus was present to discuss his variance request from the minimum front yard setback. Motion by Golden, second by Bohl, to approve Backus variance permit and adopt the findings in the staff report. Motion carried.

REGULAR SESSION:

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

PD CONTRACT/ASSIGNMENT AGREEMENT:

Manuel de Castro Jr., States Attorney, met with the board to discuss the public defender contract with Lammers Kleibacker and Shaeffer Law Offices. Lori Stanford has done the public defender services as assigned to the Shaeffer Law Office. She is taking a new position with the Jencks & Jencks, P.C. Shaeffer Law Office would like to transfer and assign to Jencks & Jencks, P.C. its rights and interests in and its obligations under the public defender contract so Ms. Stanford may continue to provide public defender services. Motion by Bohl, second by Johnson, to approve the chairman sign the assignment agreement. Motion carried.

PERSONNEL/TREASURER'S OFC:

Human Resource Specialist Gust told the board in July they approved removing the cap on the vacation hours for Nancy Trygstad, Deputy Treasurer. The total vacation hours lost through the end of this payroll year is 25.92. Motion by Bohl, second by Wollmann, to approve paying Nancy Trygstad, Deputy Treasurer, for 25.92 lost vacation hours in the last payroll for 2016. Motion carried.

PERSONNEL/EQUALIZATION OFC:

HR Gust told the board she has received the resignation of Tim Stanga, DOE Clerk, effective December 31, 2016. Motion by Golden, second by Wollmann, to accept with regrets the resignation of Tim Stanga effective December 31, 2016. Motion carried. Motion by Johnson, second by Golden, to allow the Director of Equalization to advertise the clerk position in the equalization office. Motion carried.

DEPT OF REVENUE/OFC SPACE:

CAO Gust told the board the Dept. of Revenue has signed the contract to use office space in the extension building as a satellite office.

EXECUTIVE SESSION:

Motion by Golden, second by Bohl, to enter into executive session for personnel SDCL 1-25-2(1). Motion carried.

REGULAR SESSION:

Motion by Golden, second by Bohl, to return to the regular session. Motion carried. Chairman Hageman announced that three personnel matters were discussed in executive session.

NEW HIRE/ZONING OFC:

Motion by Wollmann, second by Johnson, to approve Mandi Anderson Planning, Zoning, Drainage and Natural Resources Officer effective December 20, 2016 at $19 per hour, Grade 12, 95% position, and continue as Welfare Director, 5% position, at $13.39 per hour. Motion carried. Motion by Johnson, second by Golden, to approve HR Gust advertise the part-time no benefits WIC position. Motion carried. Commissioners Johnson and Wollmann and the Community Health Nurses to be on the interview committee for the WIC position.

SALARY/NEW TREASURER:

Motion by Wollmann, second by Johnson, to approve Debra Walburg, Treasurer effective January 2, 2017 at a salary of $45,760. Motion carried. Commissioner Golden said her banking and other job experience justified this salary.

HWY DEPT/YEAREND BILLS:

The board reviewed a yearend plan for bills for the Hwy Dept.

NOVEMBER 2016 REPORTS RECEIVED:

The following reports for November 2016 were reviewed and placed on file: Register of Deeds fees collected $10,484.50, Auditor's account with the Treasurer $7,623,129.09, Sheriff fees collected $19,914.69, and Zoning & Drainage $2,213.00.

ADJOURNMENT:

There being no further business to come before the board, Chairman Hageman at 11:35 a.m. adjourned the meeting until December 29, 2016 at 9 a.m. for yearend business only.

/s/Roberta Janke	/s/Roger Hageman
ROBERTA JANKE	ROGER HAGEMAN
Lake County Auditor	Chairman, Lake County Commission

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