LAKE COUNTY COMMISSION MINUTES
January 5, 2016

The Board of Lake County Commissioners met in regular session on January 5, 2016 at 9 a.m. in the commission meeting room at the Lake County courthouse with the following members present: Dan Bohl, Ronald Golden, Roger Hageman, Scott Pedersen, and Kelli Wollmann. Auditor Roberta Janke called the meeting to order. The Pledge of Allegiance was recited.

AGENDA APPROVED:

Motion by Hageman, second by Bohl, to approve the agenda of January 5, 2016. Motion carried.

2016 REORGANIZATION

Auditor Janke asked for nominations for Chairman. Commissioner Golden nominated Commissioner Pedersen. Janke called for any additional nominations. There being no further nominations, motion by Bohl, second by Wollmann, for nominations to cease and a unanimous ballot be cast for Commissioner Pedersen as 2016 Chairman of the Lake County Board of Commissioners. Motion carried. Janke asked for nominations for Vice Chairman. Commissioner Bohl nominated Commissioner Hageman. Janke called for any additional nominations. There being no further nominations, motion by Wollmann , second by Golden, for nominations to cease and a unanimous ballot be cast for Commissioner Hageman as 2016 Vice Chairman of the Lake County Board of Commissioners. Motion carried. Janke turned the meeting over to Chairman Pedersen.

MINUTES APPROVED:

Motion by Golden, second by Bohl, to approve the minutes of December 30, 2015. Motion carried.

COMMUNITY COMMENTS:

Sheriff Tim Walburg introduced Darci Gebers, Jail Administrator, to the board.

PAYROLL APPROVED:

Motion by Hageman, second by Wollmann, to approve the payroll of December 21, 2015-January 3, 2016. Motion carried. COMMISSIONERS: $4,361.31; AUDITORS OFC: $5,337.85; TREASURERS OFC: $4,667.70; STATES ATTORNEY OFC: $7,357.05; GOVT BLDGS: $4,081.76; DIR EQUALIZATION OFC: $5,798.40; REGISTER DEEDS OFC: $3,576.34; VSO: $216.48; SHERIFF OFC: $12,587.80; JAIL: $7,978.28; EMA: $1,370.88; 911 COMM CENTER: $10,896.90; ROAD & BRIDGE: $20,244.71; WELFARE: $273.00; CHN: $1,200.00; WIC: $416.00; EXTENSION: $1,434.41; ZONING; $2,041.40. GRAND TOTAL $93,840.27.

ACCOUNTS PAYABLE APPROVED:

Auditor Janke told the board the SDML work comp bill of $38,951 needs to be paid as soon as possible but the breakdown by department is not ready at this time. Motion by Hageman, second by Wollmann, to approve the following accounts payable including the work comp bill. Motion carried. **Commissioner:** Madison Chamber, 2016 Dues, $380.00, NACO, 2016 Dues, $450.00, SDACC, 2016 Dues, $2,068.00, **Auditor:** Money Handling Mach, 2016 Maint Contract, $325.00, SDACO, 2016 Dues, $436.33, **Treasurer:** SDACO, 2016 Dues, $436.33, **St Atty:** SD States Atty Assn, 2016 Dues, $926.00, The State Bar of SD, 2016 Dues, $415.00, **DOE:** SDAAO, 2016 Dues, $165.00, **ROD:** SDACO, 2016 Dues, $436.34, **SAR:** SD Firefighters Assn, 2016 Dues, $275.00, **Extension:** SDAE4-HP, 2016 Dues, $72.00, **Hwy Rd-Br:** First Bank & Trust-Madison, Motor Graders Pymt, $108,271.75, **911 Comm:** First District Assn, Mapping Database Maint, $3,500.00, Grand Total: $118,156.75

Accounts Payable 1-5-16 Commissioner: SDML Workers Comp Fund, 2016 renewal, $292.13, **Auditor:** SDML Workers Comp Fund, 2016 renewal, $420.67, **Treasurer:** SDML Workers Comp Fund, 2016 renewal, $393.41, **St Atty:** SDML Workers Comp Fund, 2016 renewal, $362.24, **Gvt Bldg:** SDML Workers Comp Fund, 2016 renewal, $3,957.42, **DOE:** SDML Workers Comp Fund, 2016 renewal, $576.47, **ROD:** SDML Workers Comp Fund, 2016 renewal, $276.55, **VSO:** SDML Workers Comp Fund, 2016 renewal, $27.27, **Sheriff:** SDML Workers Comp Fund, 2016 renewal, $7,322.79, **Jail:** SDML Workers Comp Fund, 2016 renewal, $3,704.24, **SAR:** SDML Workers Comp Fund, 2016 renewal, $112.96, **CHN:** SDML Workers Comp Fund, 2016 renewal, $93.48, **WIC:** SDML Workers Comp Fund, 2016 renewal, $42.85, **Extension:** SDML Workers Comp Fund, 2016 renewal,

$109.06, **Zoning:** SDML Workers Comp Fund, 2016 renewal, $241.50, **Hwy Rd-Br:** SDML Workers Comp Fund, 2016 renewal, $20,137.67, **911 Comm:** SDML Workers Comp Fund, 2016 renewal, $642.69, **EMA:** SDML Workers Comp Fund, 2016 renewal, $237.60, Grand Total: $38,951.00

2016 COMMISSION MEETING DATES AND TIMES:

The Board of County Commissioners meet on the 1st and 3rd Tuesday of each month with the following exceptions: switch June 7th to June 9th due to the Primary Election, include November 10th due to the General Election, and the yearend meeting will be held on December 29th. From October-April start time will be 9 a.m. and from May-September the start time will be 8 a.m. Motion by Bohl, second by Hageman, to approve the 2016 commission meeting dates and times. Motion carried.

COUNTY DEPOSITORIES:

Linda Fischer, Treasurer, lists the following for county depositories: American State Bank (Ramona), East River Federal Credit Union, First Bank & Trust, Great Western Bank, Wells Fargo Bank. Motion by Wollmann, second by Hageman, to approve the county depositories for 2016. Motion carried.

LAKE COUNTY ANNUAL SALARY LISTING FOR 2016:

In compliance with SDCL 6-1-10, motion by Hageman, second by Bohl, to approve and publish the following rates/salaries for fiscal year 2016. Motion carried.

Amanda Anderson $13.00; Paula Barrick $18.90; Rick Becker $19.32; Debra Blanchette $17.03; Glenda Blom $17.93; Penny Boatwright $51,179; Dan Bohl $12,573; Larry Casanova $20.47; Manuel de Castro Jr. $95,790; April Denholm $16.80; Shirley Ebsen $22.74; Ted Ellingson $17.12; David Fedeler $25.40; Linda Fischer $48,165; Tyler Fods $16.39; Shane Fry $20.60; Darci Gebers $20.00, Brian Gilman $17.03; Ronald Golden $12,573; Shelli Gust $18.57; Roger Hageman $12,573; Crystal Heath $14.39; Sierra Heppler $15.00; Shannon Hoffman $13.39; Micah Hofman $17.48; Megan Houser $15.94; Doug Huntrods 85% $20.16 and 15% $18.04; Kelly Hyland $17.09; Roberta Janke $49,926; Robert Johnson $18.74; Brant Klawonn $20.69; Sheryl Koenig $15.42; Grant Lanning $18.65; Rodney Larsen $20.93; Vicki Menor $16.74; Kathryn Miller $16.09; Nicholas Neville $14.39; Carol Nordling $17.71; Michael O'Connell $16.43; Roger Olson, $15.35; Angela Patterson $15.69; Scott Pedersen $13,773; Allen Pooler $16.45; Debra Reinicke $21.13; Wayne Reynolds $18.44; Steve Rowe $19.76; Debbie Rowley $20.93; Leo Schoeberl $16.58; Debra Stamm-Gartner $19.81; Timothy Stanga $13.39; Sarina Talich $20.86; Jennie Thompson $21.41; Timothy Tolley $21.98; Nancy Trygstad $19.10; Timothy Van Den Hemel $17.64; Margaret Vickmark $18.41; Timothy Walburg $53,716; Linda Walker $17.89; Julie Wegener $23.85; Shawn Wise $14.39; Roland Wollmann $13.39; Kelli Wollmann $12,573. LONGEVITY PAY: The rate/salary figures do not include longevity that may be due some employees.

WAGE SCALE BY GRADE/2016:

Auditor Janke removed the midpoints and maximums for all elected officials and adjusted Miscellaneous Grade 0 for the state minimum wage per hour on the 2016 wage scale by grade. Commissioner Golden told the board the new Jail Administrator will be Grade 12 with a range from $19 to $25 per hour. Motion by Hageman, second by Bohl, to approve the 2016 wage scale by grade with addition and deletions. Motion carried.

RESOLUTION 2016-1/ELECTIONS:

Motion by Bohl, second by Hageman, to approve the chairman sign Resolution 2016-1. Motion carried.

RESOLUTION 2016-1

WHEREAS, SDCL 12-15-11 provides that the Board of Commissioners shall by annual resolution at the first regular commission meeting establish the rate of compensation to be paid the precinct superintendents and precinct deputies of a necessary election;

THEREFORE, BE IT RESOLVED that the rate of compensation for superintendents and deputies for any county-wide election in 2016 be established at $175.00 for superintendents, $150.00 for deputies, information table workers and resolution board members, $100 for automark assistants,

$25.00 for election school attendance, $12.50 per hour for absentee precinct workers and election office workers.
Voting aye: Bohl, Golden, Hageman, Pedersen, Wollmann Voting nay: none
Approved this 5th day of January 2016.
/s/Scott Pedersen
Chairman, Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

RESOLUTION 2016-2/TRAVEL:

Motion by Golden, second by Wollmann, to approve chairman sign Resolution 2016-2. Motion carried.

RESOLUTION 2016-2

WHEREAS, SDCL 7-7-25 states that the Board of County Commissioners, by resolution, may authorize county officials 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;

THEREFORE, BE IT RESOLVED that the county commissioners, county highway superintendent, auditor, treasurer, register of deeds, state's attorney, sheriff, county assessing officer, and coroner 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. This resolution shall be in force for the year 2016.

Voting aye: Bohl, Golden, Hageman, Pedersen, Wollmann Voting nay: none
Approved this 5th day of January, 2016.
/s/Scott Pedersen
Lake County Commission
/s/Roberta Janke
Lake County Auditor

RESOLUTION 2016-3/CLAIMS:

Motion by Hageman, second by Golden, to approve the chairman sign Resolution 2016-3. Motion carried.

RESOLUTION 2016-3

WHEREAS, certain entities require the payment of funds by the 15th of the month or payment by a deadline,

WHEREAS many of these claims are received after the Board of Commissioners meet and

WHEREAS interest or penalties may apply if these claims are not paid timely

NOW THEREFORE BE IT RESOLVED the County Auditor is hereby given the authority to pay such claims without the Commissioners approval provided the claims are presented at the next regular meeting of the Board of County Commissioners.

Voting aye: Bohl, Golden, Hageman, Pedersen, Wollmann Voting nay: none
Approved this 5th day of January 2016.
/s/Scott Pedersen
Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

2016 BOARD APPOINTMENTS:

Motion by Golden, second by Hageman, to approve the 2016 board appointments. Motion carried.

911 Communications--Bohl & Golden

Bypass Committee—Hageman and Golden

Buildings & Grounds--Pedersen

Chamber of Commerce—Wollmann
County Government Day--Wollmann (April 19, 2016)
East Dakota Transit--Golden
East Dakota Water Development--Hageman
Emergency Management Agency--Wollmann
Extension Board--Wollmann
First District Planning--Hageman
GIS—Golden
Hwy Dept--Hageman
Insurance--Pedersen & Golden
Interlakes Community Action Board--Bohl
Intergovernmental Relations--Pedersen
IT Support--Golden
Lake Area Improvement—Pedersen
Lake County Access--Pedersen & Hageman
Lake Madison Dev. Assn--Pedersen
Lake Moody County Joint Ditch No. 1—Golden & Wollmann
LEPC (Local Emergency Planning Comm)—Wollmann
Minnehaha County Regional Juvenile Detention—Bohl and States Attorney
Personnel Policy--Golden
Planning, Zoning, Drainage, Natural Resources & Environmental Protection-Bohl
Public Library Board--Wollmann
Search & Rescue--Wollmann
Solid Waste—Hageman (alternate)
Task Force on Flood Prevention/Protection--Bohl
Veterans Services--Wollmann
Wage scale by Grade—Bohl and Golden
Weed Dept--Hageman

OTHER APPOINTMENTS:

911 Communication Center Supervisor—Julie Wegener
Director of Equalization--Shirley Ebsen
Emergency Management—Douglas Huntrods
Health Board--B. F. Heilman, M.D, Robert Summerer D.O, David Jencks
Madison City Atty, Manuel de Castro Jr., State's Atty, Madison City Police Chief Justin Meyer and Sheriff Tim Walburg
Highway Superintendent—David Fedeler
Lake County Public Safety Building Advisory Committee—two members of the public appointed by the commissioners, Commissioners Hageman and Wollmann, Buildings and Grounds Supt., Sheriff, Emergency Manager, State's Attorney, 911 Director and two non-voting ex officio member include City of Madison Police Chief and Jail Administrator
Legal Newspaper--Madison Daily Leader
Mental Health Board--Jim Baltzer and two positions unfilled
and Attorney's Richard Ericsson and Abby Oftedal
Planning, Zoning, Drainage, Natural Resources & Environmental Protection--Debra Reinicke

Safety Committee—Dave Fedeler, Shane Fry, Micah Hofman, Doug Huntrods, Roberta Janke, and Commissioner Golden

Sale of Property location—Courthouse 1st floor lobby

Vermillion River Watershed Authority (RC & D)--Craig Johannsen (liaison)

Veterans Service Officer—Douglas Huntrods (4 yr term ending 1st Monday in 2019)

Water Quality Board--Craig Johannsen, Jan Nicolay, Chuck Robbins, Roy Lindsay, Charlie Stoneback, Dale Droge, Terry Ryan, Walt Schaefer, Martin Jarrett, Michelle Goodale, Bryan Schultz, Charlie Johnson, Cody Symens, Duane Phelps, Ladell Swiden, Todd St. Sauver, Ron Smidt, and Kelli Wollmann

Weed & Pest Board—Ted LaFleur (terms ends 2015), Kenneth Goodale (term ends 2017), Lyman Laisy (term ends 2015) James Hildebrandt (term ends 2016), Roger Abraham (term ends 2015), and Matt Dostal (term ends 2016)

Welfare Director—Amanda Anderson

Planning & Zoning Board—Joseph Aldrich, Gene Anderson, Donald Bickett, R Doug Jerlow, and Craig Johannsen

First District at-large representative—Gene Hexom

Motion by Golden, second by Hageman, to approve the various appointments contingent upon acceptance of board appointments by the individuals. Motion carried.

2016 ADDED TAXES:

The following tax deed properties were sold on July 21, 2015 and the deeds were filed July 27, 2015 and added to the tax rolls for 2015 pay 2016 taxes:

1. 2016-1 21995-00200-02010, Wilson and Carol Kleibacker, taxes due for Aug-Dec are $63.65
2. 2016-2 01000-10551-17230, Jeremey & Melinda Fedeler, taxes due for Aug-Dec are $258.05
3. 2016-3 21120-01600-00040, Norma Goth Trust, taxes due for Aug-Dec are $382.85

The following tax deed property was sold by sealed bid on August 18, 2015 and the deed filed on September 1, 2015 and added to the tax rolls for 2015 pay 2016 taxes:

1. 2016-4 18200-00600-16010, Chris Tolley, taxes due for Sept-Dec are $45.60

Motion Wollmann, second by Bohl, to approve the four added taxes for 2015 pay 2016 taxes. Motion carried.

INACTIVE LIQUOR LICENSE:

Manuel de Castro Jr., States Attorney, met with the board to discuss an inactive liquor license SDCL 35-2-5.3. The retail (on-sale) liquor license at the Moonlite Inn, RL-5729, has not been actively used during the two years preceding Jan 1, 2016. Motion by Wollmann, second by Hageman, to not reissue the liquor license to Charlene Fischer, Moonlite Inn. Motion carried. De Castro suggested the following: conduct a public auction for the license, prior to the auction the interested parties should submit an application with an application fee of $5,000 (10% of the minimum bid of $50,000) (application fee forfeited if they don't show for the auction), the notice would state the minimum bid, and de Castro suggested a $50,000 minimum bid. The States Attorney's office and Auditor to work out the details for the auction. Motion by Bohl, second by Wollmann, to approve a public auction for the retail (on-sale) liquor license previously held by the Moonlite Inn, set the minimum bid at $50,000 and require a $5,000 application fee. Motion carried.

CHN/QTRLY REPORT:

Kayla Austerman, RN Community Health Nurse, met with the board to present the 3rd and 4th quarter reports for the Community Health Services office. She began her CHN duties on September 29th and has been attending orientation for her new position.

POD/CONTRACTOR:
Jen Fouberg, RN Regional 4 Nurse Manager, met with the board to discuss hiring a contractor, JoAnn Paulson, to perform professional, quality, emergency preparedness planning for the Madison Area POD (Points of Dispensing) to complete designated objectives/tasks by the requested deadline. Fouberg told the board there is approximately $3,000 in POD grant funds available. Neither the Emergency Manager nor Community Health Nurse are familiar with the POD. The last tabletop POD was held in 2013. Motion by Golden, second by Bohl, to approve Joann Paulson at $25 per hour, contract labor, and she will report to the board when she has completed 100 hours work on the POD. Motion carried.

COURTHOUSE 4TH FLOOR OFFICES:
Commissioner Golden told the board the office that Deb Reinicke was in will be used for GIS and scanning. The Emergency Manager is getting a large scanner for that office. Both Reinicke and Mandi Anderson, Zoning Assistant, will be in the north room. Golden has reviewed the phone system with Shane Fry, Bldgs & Grounds Supt. Golden stated the phone system is outdated and band-aids have been put on it. Reinicke told the board the Director of Equalization is very interested in using the large scanner. Moving phone lines will cost approximately $300 and will come from the Zoning budget.

WELFARE/INDIGENT 15-37:
Mandi Anderson, Welfare Director, presented the application for Indigent #15-37 to the board. Motion by Bohl, second by Golden, to deny assistance to Indigent #15-37 based on indigent by design due to failure to secure health insurance pursuant to SDCL 28-13-27(6)(c). Motion carried.

P.S. BLDG ADVISORY COMMITTEE:
Manuel de Castro Jr., States Attorney, met with the board to discuss Resolution 2016-4, A Resolution to Formally Establish the Lake County Public Safety Building Advisory Committee. Also in attendance were Sheriff Walburg, Darci Gebers, Jail Administrator, Julie Wegener, 911 Supr., Shane Fry, Bldgs & Grounds, and Doug Huntrods, Emergency Manager. de Castro told the board the committee will explore options for the Public Safety building and the departments housed in that building. The commission will need to appoint two members from the public to this board. Motion by Golden, second by Wollmann, to approve Resolution 2016-4. Motion carried. Motion by Golden, second by Bohl, to appoint Commissioners Wollmann and Hageman to the LCPSBAC committee. Motion carried.

RESOLUTION 2016-4
A RESOLUTION TO FORMALLY ESTABLISH THE LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE

1. The Committee will be called the Lake County Public Safety Building Advisory Committee, (hereafter referred to as “LCPSBAC”). It is created by the Lake County Board of Commissioners (hereafter referred to as “the Commissioners”) and will serve at the pleasure of the same. The Commissioners may amend this resolution at their discretion.
2. Purposes
   In light of South Dakota Codified Laws including, but not limited to 24-11-2, 24-11-23, 34-45-3, 7-8-20 and 7-25, the LCPSBAC shall provide information and offer recommendations to the Commissioners regarding the current Public Safety Building facilities and the needs of the county departments currently housed in those facilities.
3. Scope
   The LCPSBAC shall:
   - Review the previous work done by the informal building committee and determine the need for further analysis;

- As necessary, further analyze or recommend to the Commissioners ways to obtain the needed analysis; and
- Recommend to the Commissioners options to resolve building systems, structural, security, and spacing needs.

The Commissioners may refer specific questions or issue further instructions to the LCPSBAC at its discretion.

4. Relationship of LCPSBAC to the Commissioners
   The LCPSBAC shall offer recommendations and provide relevant information. The LCPSBAC has no authority to expend funds beyond what is authorized by the Commissioners or to make decisions on behalf of the Commissioners.
5. Membership
   Composition: The LCPSBAC shall consist of up to eleven members. Of these, up to nine members shall be voting members and shall include:
   - Up to two members of the public appointed by the Commissioners
   - Two County Commissioners, to be appointed by the Commissioners
   - The Buildings and Grounds Superintendent
   - The Lake County Sheriff
   - The Lake County Emergency Manager
   - The Lake County State's Attorney
   - The Lake County 9-1-1 Director

   The two non-voting ex officio members shall include:
   - The City of Madison Chief of Police
   - The Lake County Jail Administrator
6. Organizational Structure

   The LCPSBAC will have a chair and vice chair. The LCPSBAC will also have a recording secretary who need not be a LCPSBAC member.
7. Procedural Rules
   By-Laws: The LCPSBAC will operate according to Roberts Rules of Order. The LCPSBAC may adopt by-laws at its discretion to further govern committee operation. By-laws shall require that two-thirds of the voting members of the LCPSBAC vote to approve adoption or change. All meetings shall be public and shall be held in compliance with South Dakota public meeting laws (South Dakota Codified Law, Chapter 1-25). Notices of upcoming meetings will be communicated to members and to the public sufficiently in advance to allow members and the public to make plans to attend.
   Meetings: The LCPSBAC will make best efforts to meet at least quarterly. A quorum must be present in order for the LCPSBAC to vote on any matters. A quorum shall be a simple majority of voting members.
   Minutes: Minutes of each meeting shall be kept. Copies will be filed with the County Auditor and made available to the public in accordance with South Dakota public meeting laws.
   Dismissal: Appointed members who are absent without reasonable cause from two successive meetings will be considered to have resigned their seat. The Commissioners will move to fill the position.
   Compensation of members of the public: The Commissioners may decide to compensate members of the public for their service as members of the LCPSBAC.
   Voting aye: Bohl, Golden, Hageman, Pedersen, and Wollmann Voting nay: none
   Dated this 5th day of January 2016.
   LAKE COUNTY BOARD OF COMMISSIONERS
   /s/Scott Pedersen
   Chairman, Lake County Commission
   ATTEST:

/s/Roberta Janke
Lake County Auditor

MEETINGS ATTENDED:

Commissioner Wollmann attended the library board meeting.

ADJOURNMENT:

There being no further business to come before the board, Chairman Pedersen at 10:20 a.m. adjourned the meeting until January 19, 2016 at 9 a.m.

/s/Roberta Janke	/s/Scott Pedersen
ROBERTA JANKE	SCOTT PEDERSEN
Lake County Auditor	Chairman, Lake County Commission

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