LAKE COUNTY COMMISSION MINUTES
AUGUST 21, 2018

The Board of Lake County Commissioners met in regular session on August 21, 2018 at 9 a.m. in the commission meeting room at the Lake County courthouse. Chair Kelli Wollmann called the meeting to order. Auditor Janke called roll call: Commissioner Roger Hageman, Commissioner Aaron Johnson, Commissioner Deb Reinicke, Commissioner Dennis Slaughter and Chair Wollmann all present. The Pledge of Allegiance was recited.

AGENDA APPROVED:

Motion by Reinicke, second by Johnson, to approve the agenda of August 21, 2018. Motion carried.

MINUTES APPROVED:

Motion by Hageman, second by Slaughter, to approve the minutes of August 7, 2018. Motion carried.

PAYROLL APPROVED:

Motion by Reinicke, second by Johnson, to approve the payroll of July 30-August 12, 2018. Motion carried. COMMISSIONERS: $2,536.55; AUDITORS OFC: $5,059.24; TREASURERS OFC: $4,073.60; STATES ATTORNEY OFC: $7,611.95; GOVT BLDGS: $4,516.80; DIR EQUALIZATION OFC: $5,656.00; REGISTER DEEDS OFC: $3,111.50; VSO: $595.00; SHERIFF OFC: $13,603.78; JAIL: $9,947.80; EMA: $1,600.00; 911 COMM CENTER: $9,671.08; 24/7: $1,162.61; ROAD & BRIDGE: $17,581.00; WELFARE: $54.08; CHN: $946.88; WIC: $265.13; EXTENSION: $1,827.70; ZONING; $1,458.44. GRAND TOTAL $91,279.14.

ACCOUNTS PAYABLE APPROVED:

Auditor Janke told the board the bill of Centurylink on 8-17-18 should be changed from $818.23 to $785.86 due to late charge removed. Motion by Slaughter, second by Reinicke, to approve the accounts payable of August 14, 17, and 22, 2018 with Centurylink correction. Motion carried.

Accounts Payable 8-14-18 Judicial: First Bank & Trust, Witness Tvl Exp, $968.55, **Sheriff:** SD Dept of Revenue, Bl Alcohols, $315.00, Great Western Bank, Canon Camera, $232.17, **Dev Disabled:** SD Dept of Revenue, HSC Fee, $1,200.00, **911 Comm:** Itc, Service, $115.55, Triotel Communication, Service, $169.53, **EMA:** First Bank & Trust, Meals/Gas-NE, $77.64, **St Remittance:** SD Dept of Revenue, July Fees, $374,313.89, **M&P Fund:** SDACO, July Fees, $368.00, Grand Total: $377,760.33

Accounts Payable 8-17-18 General Withholding: Dakotaland Fed Cr Union, Cu, $75.00, Lake Co Treasurer, Withholding, $14,094.21, **Auditor:** CenturyLink, Aug Service, $46.26, **Treasurer:** CenturyLink, Aug Service, $32.82, **St Atty:** CenturyLink, Aug Service, $46.26, **Gvt Bldg:** CenturyLink, Aug Service, $118.10, **DOE:** CenturyLink, Aug Service, $32.84, **ROD:** CenturyLink, Aug Service, $19.42, **VSO:** CenturyLink, Aug Service, $7.88, **Jail:** CenturyLink, Aug Service, $73.10, **Support of Poor:** CenturyLink, Aug Service, $19.68, **Extension:** CenturyLink, Aug Service, $58.26, **Zoning:** CenturyLink, Aug Service, $32.85, **Hwy Rd-Br:** Dakotaland Fed Cr Union, Cu, $200.00, Lake Co Treasurer, Withholding, $4,055.76, CenturyLink, Aug Service, $46.26, **911Comm:** Lake Co Treasurer, Withholding, $2,276.36, CenturyLink, Aug Service, $371.83, CenturyLink, Aug Service, $785.86, **EMA:** Lake Co Treasurer, Withholding, $376.42, CenturyLink, Aug Service, $58.06, **24/7:** Lake Co Treasurer, Withholding, $196.92, Grand Total: $23,024.15

Accounts Payable 8-22-18 Commissioner: Madison Daily Leader, Publishing, $565.31, Infotech Solutions, Email, $3.00, SD Counties, Slaughter-Wollmann-Reinicke-Hageman/Regs, $740.00, Bureau of Adm, June Long Distance Calls, $.43, **Election:** Bureau of Adm, June Long Distance Calls, $.20, Infotech Solutions, Email/Maint, $66.00, **Judicial:** De Castro, Manuel, Aug Public Defender Contract, $2,875.00, Jencks & Jencks PC, Aug Public Defender Contract, $2,875.00, Deya Thorin Spanish Interpreter, Service, $232.24, WITNESS-JUROR-APPEARANCE FEES/MILEAGE: Alverson, Cynthia, $56.72, Falor, Nancy, $52.52, Petersen, Kathleen, $50.84, Schrepel, Roger, $56.72, Wetzbarger, Wayne, $50.84, Wieman, Eldon, $51.68, Woolston, Timothy, $50.84, Zillgitt, Bryan, $50.84, Brown, William, $30.08, Frieda, Cory, $20.84, Ottoson, Jacob, $34.28, **Auditor:** Infotech Solutions, Email/Maint, $164.25, Central Business, Supplies, $5.18, Lake County Treasurer, July Ach Chgs, $40.00, Infotech Solutions, Supplies, $56.98, Office Peeps, Supplies, $43.48, SD Counties,

Janke, Roberta/Regs, $185.00, Bureau of Adm, June Long Distance Calls, $6.11, **Treasurer:** Infotech Solutions, Ofc App/Maint, $161.85, Central Business, Supplies, $7.43, Bureau of Adm, June Long Distance/Fax Calls, $7.65, SD Counties, Walburg, Debra/Regs, $185.00, Bureau of Adm, June Long Distance/Fax Calls, $25.89, **St Atty:** Infotech Solutions, Email/Maint, $145.50, SD Counties, Gust, Shelli/Regs, $185.00, Bureau of Adm, June Long Distance Calls, $4.76, RELX Inc. Dba Lexis Nexis, July Subscription Fee, $190.00, **Gvt Bldg:** SD Public Assurance, Added Contents/Bldgs, $23.63, Infotech Solutions, Email/Maint, $36.00, C B P Inc, Repairs, $100.80, Campbell Supply, Supplies, $34.99, Lake County Intl Inc, Parts, $234.54, Lewis Drug, Supplies, $10.96, Hillyard/Sioux Falls, Supplies, $796.47, Home Service Water Cond, Salt, $50.82, Secure Enterprise Asset, Recycle Electronics, $317.70, Bureau of Adm, June Long Distance Calls, $.05, Northwestern Energy, Service, $10.00, **DOE:** Software Services, July Service, $260.00, Infotech Solutions, Email/Maint, $213.00, Bureau of Adm, June Long Distance Calls, $.43, Sturdevant's, Parts, $23.56, **ROD:** Software Services, July Service, $60.00, Infotech Solutions, Email/Maint, $156.75, Central Business, Supplies, $27.98, SD Counties, Ebsen, Shirley/Regs, $185.00, Bureau of Adm, June Long Distance Calls, $7.56, **VSO:** Sunshine Foods, Cake/Ceremony, $39.99, Bureau of Adm, June Long Distance Calls, $1.75, Infotech Solutions, Email/Maint, $39.00, **GIS:** Infotech Solutions, Email/Maint, $33.00, **IT:** Infotech Solutions, Backup/Maint, $580.00, **Sheriff:** Madison Reg Health System, Bl Alcohols, $850.00, Pennington County Jail, Prisoner Transportation, $132.65, Lake Veterinary Clinic, Service/Rocco, $66.99, Infotech Solutions, Email/Maint, $357.00, Deluxe, Supplies, $246.90, Power Promotions, Uniforms, $125.88, Gall's LLC, Uniforms, $581.04, Walburg, Tim, Supplies, $29.07, Wash & Ride, Car Wash, $34.25, Central Business, Chairs, $400.00, **Jail:** Lewis Drug Inc, Prisoners Prescriptions, $396.35, Infotech Solutions, Email/Maint, $261.00, Lewis Drug, Supplies, $63.85, Office Peeps, Laundry Soap, $44.06, Bureau of Adm, June Long Distance/Fax Calls, $35.15, Northwestern Energy, Service, $64.22, Sunshine Foods, Meals, $7,281.89, **Coroner:** Sanford Health Service, Autopsy Fee, $2,372.00, **Support of Poor:** Infotech Solutions, Email/Maint, $36.00, Bureau of Adm, June Long Distance Calls, $.48, **CHN:** Lewis Drug, Supplies, $5.99, **M I Board:** Ericsson, Richard, MI Hearing, $188.00, Lewis & Clark BHS, MI Hearing, $330.00, Yankton Co Sheriff's Ofc, MI Hearing, $50.00, Yankton County Treasurer, MI Hearing, $246.90, Trefz, Marilyn, MI Crt Apt Atty, $152.80, Brandt, Nikki, MI Crt Apt Atty, $182.60, Fox, Daniel, MI Hearing, $195.32, Matson, Tyler, MI Crt Apt Atty, $305.60, Youngberg, Luci, MI Crt Apt Atty, $195.32**, Extension:** SD Public Assurance, Added Contents/Bldgs, $67.36, Central Business, Supplies, $30.44, Lewis Drug, Supplies, $49.93, Bureau of Adm, June Long Distance Calls, $4.14, Infotech Solutions, Email, $3.00, Sunshine Foods, Supplies, $58.77, Northwestern Energy, Service, $10.00, **Weed:** Bureau of Adm, June Long Distance/Fax Calls, $4.39, Infotech Solutions, Email, $3.00, **Zoning:** Bickett, Donald, Mtg/Mileage, $43.48, Johannsen, Craig, Mtg/Mileage, $25.84, Jerlow, R Douglas, Mtg/Mileage, $35.08, Madison Daily Leader, Publishing, $42.46, Infotech Solutions, Email, $3.00, Office Peeps, Notary Stamp-Amanda Anderson, $38.20, Bureau of Adm, June Long Distance Calls, $11.05, **Hwy Rd-Br:** Lake County Intl Inc, Labor, $189.01, Carquest, Parts, $89.16, F & M Coop, Propane Fill, $23.92, Fastenal Co, Supplies, $6.47, Lake County Intl Inc, Supplies, $245.04, Sturdevant's, Parts, $492.54, Tran-Source, Sensor/Roller, $702.26, Zep Sales & Service, Supplies, $171.21, Baldwin Supply, Belt, $698.62, Etterman Enterprises, Supplies, $120.22, KTP Enterprises, Supplies, $34.50, RDO Equipment, Parts, $679.00, Central Business, Supplies, $72.71, Tire Motive Service, Service, $117.95, Flint Hills Resources, Road Oil, $44,238.00, SD Counties, Fedeler-Rowley/Regs, $370.00, Northwestern Energy, Service, $11.09, Infotech Solutions, Email/Maint, $72.00, Campbell Supply, Supplies, $28.86, Lyle Signs Inc, Sign-R19, $124.48, Diamond Vogel Paint Center, Paint, $284.90, **911 Comm:** SD Public Assurance, Added Contents/Bldgs, $21.27, Language Line Service, July Service, $90.00, Infotech Solutions, Email/Maint, $138.00, North Dakota APCO, Wegener/Denholm-Dakota Conf, $250.00, Bureau of Adm, June Long Distance Calls, $4.76, Campbell Supply, Supplies, $1.99, **EMA:** Madison Daily Leader, Publishing, $8.64, Infotech Solutions, Email/Maint, $36.00, Campbell Supply, Supplies, $15.99, Bureau of Adm, June Long Distance Calls, $1.51, Northwestern Energy, Service, $10.00, **24/7:** Pharmchem Inc, Patch Kit/Overlay, $1,771.15, Satellite Tracking, Gps

Bracelets, $448.50, Office Peeps, Supplies, $16.24, **M&P Fund:** Microfilm Imaging Sys, Service, $1,350.00, **Dive Team:** Sunshine Foods, Supplies, $29.98, Grand Total: $81,148.86

FUEL QUOTE APPROVED:

The board reviewed the following fuel quote of 8-1-18: Cole's Petroleum ethanol 2.3390 and #2 diesel fuel 2.2425. Motion by Slaughter, second by Johnson, to approve the only quote of Cole's Petroleum. Motion carried.

AUTOMATIC BUDGET SUPPLEMENT/JUDICIAL:

Auditor Janke told the board she submitted bills to CLERP (Catastrophic Legal Expense Reimbursement Program) for an ongoing court case. These funds need to be automatically supplemented to the judicial budget because as of July 31st the budget is overspent. The following budget lines need to be supplemented: expense budget lines of court ordered services 10100X4224130 for $45,000, court appointed counsel 10100X4222130 for $33,199.81 and the revenue budget, insurance proceeds 10100R3730000 for $78,199.81. Motion by Reinicke, second by Hageman, to approve the automatic budget supplement 2018-4 for the judicial budget for $78,199.81. Motion carried.

SPECIAL MALT BEV LICENSE:

As per advertisement the board reviewed the application of Cam Shafer, Sporty's Bar & Grill, for a special malt beverage license for a wedding dance/reception on September 1, 2018 at Camp Lakodia. Cam Shafer was present to discuss the application. Motion by Reinicke, second by Hageman, to approve the chair sign the application. Motion carried.

2019 BUDGET DISCUSSION:

Auditor Janke reviewed the printout showing budget cuts made at the August 7th meeting totaling $561,239. Dave Hare, Bldgs and Grounds Supt., appeared before the board to ask for at least $2,000 additional be included in the building fund budget for a vehicle. He provided a copy of the SD Federal Surplus property catalog showing a 2009 Chevy 1500 4x4, 53K for $16,600 or a 2008 Chevy 1500 for $16,900. He currently is driving a 1998 that came from the Hwy Dept. The repair line in the Building budget was reviewed. The plumbing project in the courthouse restrooms is planned for 2019 in the Building Fund budget. Shelli Gust, Human Resource Specialist, told the board the wage scale committee recommends no additional employee rate adjustments based on the budget cuts needed for the 2019 budget and the 2019 revenues. The committee recommends no wage adjustments beyond the 3% for all employees. Kody Keefer, Emergency Manager, submitted justification for an increased 2019 budget. He is planning training sessions for 2019. He plans to have the five generators owned by the county serviced in 2019. He will also have required training. Commissioner Reinicke said there is online training available which will help with travel expenses. The Road & Bridge revenue budget was reviewed due to the closing of My Dakota Address. Deb Walburg, Treasurer, proposed keeping 50% of those customers for wheel tax and motor vehicle fees. Based on that percentage and information received from the Dept of Revenue Motor Vehicle Department, Auditor Janke estimated $103,185 less revenue for wheel tax and motor vehicle fees. Dave Fedeler, Hwy Supt., was present to discuss the cuts made to the RD-BR budget for 2019. He wants to continue to do five miles of overlay each year and doesn't want to decrease chip sealing or fuel. He told the board mobilization costs with overlay projects can add 20% to the cost of a project. Patcher rental costs were discussed. Chair Wollmann thanked Fedeler for making the necessary cuts.

BORING APPLICATION 2018-11:

Dave Fedeler, Hwy Supt., met with the board to discuss application 2018-11 Mark Mergen for underground construction on county roads right-of-way. Legal description of excavation site: SE1/4 of Section 16, T106N, R51W, Wentworth Twp (Hwy 17 and 463 Ave) to bring drainage tile across road, existing tile is 8 inches. Motion by Reinicke, second by Hageman, to approve boring application 2018-11 for Mark Mergen. Motion carried.

MEETINGS ATTENDED:

Commissioner Slaughter attended East Dakota Transit and Sioux Valley district meeting. Commissioner Hageman attended East Dakota Water and Sioux Valley district meeting. Chair Wollmann attended 4-H Leaders and Sioux Valley district meeting. Commissioner Reinicke attended PDM and Sioux Valley district meeting. Commissioner Johnson attended planning & zoning and Sioux Valley district meeting.

ZONING/PLAT:

Mandi Anderson, Zoning Officer, presented the following plat to the board. Commissioner Reinicke recused herself from the following plat.

Plat of Lot 1 of Dean Reinicke's Addition in the W1/2NW1/4 of Section 16, Township 106 North, Range 52 West of the 5th p.m. in Lake County SD (subdivision of Lot 1 of Madison Golf Club Subdivision). Motion by Johnson, second by Hageman, to approve the chair sign the plat. Motion carried.

BOARD OF ADJUSTMENT:

Motion by Reinicke, second by Hageman, to enter into a board of adjustment. Motion carried. Anderson presented the following applications to the board.

Conditional use #18-08 Mary Hendriks—Lot 3 North Creek Went Park 1st Add, Section 30-106-51, Wentworth Twp. Mary Hendriks was present to discuss her request to build a 48' x 64' x 18' garage on her property. Motion by Reinicke, second by Johnson, to approve conditional use #18-08 Mary Hendriks conditional use permit and adopt the findings and specific conditions outlined in the staff report. Motion carried.

Variance #18-08 Randy & Sheri Fischer—1965 Hilton Mobile Home, 6509 Hares Drive, Wentworth Twp. Miranda Krumm, Real Estate Agent, was present to discuss the building request of her clients to build living quarters in an existing 2-story garage located on the road front of the property. Anderson told the board the structure is nonconforming. Krumm told the board there was untruthfulness in the disclosure documents on this property sold to the Fischer's. Krumm stated the Fischer's are trying to correct the problem and the adjoining neighbors, landowner, Big Sioux rural water and Lake Madison Sanitary District have no objections to the variance request. Motion by Reinicke, second by Johnson, to approve variance #18-08 for Randy & Sheri Fischer and adopt the findings and specific conditions outlined in the staff report. Motion carried.

REGULAR SESSION:

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

2019 BUDGET DISCUSSION:

Carolyn Rudebusch, Michelle Goodale, Craig Johannsen, and Jim Hildebrandt were present to discuss the budget request of the conservation district which was reduced by $39,444. Rudebusch stated the conservation district is applying for grants where a match is required. The SD Dept of AG Conservation Commission awards the grants. Goodale told the board the grants are very competitive and there are always more requests than dollars to award. The conservation district has a 5-member elected board. The charges for conservation services and trees were discussed. Chair Wollmann and Commissioner Reinicke referred to a booklet prepared by Dept of Legislative Audits on county expenditures showing the allotments made to conservation districts in SD by counties. Lake County is statutorily authorized but not required to fund the conservation district. Goodale thanked the board for their support which has allowed them to manage and expand. Tammy Miller was present to discuss the budget request for the Madison Regional Health/ambulance. She asked the board to reconsider the $5,000 that was cut from the 2019 request. She told the board the hospital has provided good quality service for the county. She told the board 70 to 80% of the riders don't pay what they are charged. This is due to Medicaid and Medicare reimbursements. Auditor Janke told the board the 2019 Provisional budget has been sent to the paper for publication on August 21st. The board made the following adjustments to the 2019 budget: increase the building fund budget by $3,000 for a vehicle purchase and increase the Emergency Management budget by $2,000 for training. The Provisional Budget hearing will be held on September 4th at 9:10 a.m.

911 SUPERVISOR POSITION:

Julie Wegener, 911 Communication Center Director, met with the board to announce her retirement. Her last day will be October 7th. Wegener highly recommended April Denholm, 911 Deputy Director, for her position. Denholm has been attending meetings with Wegener and does the training and scheduling in the 911 Dept. Wegener told the board 5 full-time dispatchers are not enough. She told the board a surrounding county may be interested in Lake County doing their dispatching. She asked the board to watch legislation that may cut 911 surcharge to pay for the state radio system.
Motion by Reinicke, second by Slaughter, to accept with deepest regrets the retirement of Julie Wegener effective October 8, 2018. Motion carried.

911 DIRECTOR POSITION:

HR Gust told the board she will be updating the 911 Director job description. Motion by Hageman, second by Reinicke, to authorize Shelli Gust to advertise the 911 Director position. Motion carried. Commissioner Slaughter and Chair Wollmann volunteered to be on the hiring committee along with Wegener.

JULY 2018 REPORTS RECEIVED: Register of Deeds fees collected $12,920.50, Auditor's account with the Treasurer $7,849,767.91 treasurers adjusted balance $7,849,762.97 variance of ($4.94), bank book $7,849,799.92, Sheriff fees collected $13,628.05, and Zoning/Drainage fees collected $3,707.

TRAVEL REQUESTS:

Kody Keefer to attend L-0104 Exercise Design on October 8-10 at Rapid City and for PIO Class MGT-318 on September 18-19 at Sioux City, Iowa.

April Denholm and Shannon Hoffman to attend Zuercher One Conference on September 12-13 at Sioux Falls.

ADJOURNMENT:

Motion by Reinicke, second by Hageman, at 11:56 a.m. to adjourn. Motion carried. The next meeting will be held on September 4, 2018 at 9 a.m.

/s/Roberta Janke	/s/Kelli Wollmann
ROBERTA JANKE	KELLI WOLLMANN
Lake County Auditor	Chair, Lake County Commission

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