LAKE COUNTY COMMISSION MINUTES
January 2, 2018

The Board of Lake County Commissioners met in regular session on January 2, 2018 at 9 a.m. in the commission meeting room at the Lake County courthouse. Auditor Roberta Janke called the meeting to order. Auditor Janke called roll call: Commissioner Roger Hageman, Commissioner Deb Reinicke, Commissioner Dennis Slaughter, and Commissioner Kelli Wollmann all present. Absent: Commissioner Aaron Johnson. The Pledge of Allegiance was recited.

AGENDA APPROVED:

Motion by Slaughter, second by Reinicke, to approve the agenda of January 2, 2018. Motion carried.

2018 REORGANIZATION:

Auditor Janke asked for nominations for Chair of the Lake County Commission for 2018. Commissioner Reinicke nominated Commissioner Wollmann. Janke called three times for any additional nominations. There being no further nominations, motion by Reinicke, second by Slaughter, to approve Commissioner Wollmann as 2018 Chair of the Lake County Board of Commissioners. Motion carried. Janke asked for nominations for Vice Chair. Commissioner Slaughter nominated Commissioner Hageman. Janke called for any additional nominations. Commissioner Reinicke nominated Commissioner Slaughter. Commissioner Slaughter declined the nomination at this time so Reinicke withdrew her nomination. There being no further nominations, motion by Slaughter, second by Reinicke, to approve Commissioner Hageman as 2018 Vice Chair of the Lake County Board of Commissioners. Motion carried. Janke turned the meeting over to Chair Wollmann.

MINUTES APPROVED:

Motion by Reinicke , second by Slaughter, to approve the minutes of December 28, 2017. Motion carried.

COMMUNITY COMMENTS:

Paul Vold, KJAM, introduced himself to the board.

Commissioner Johnson joined the meeting.

ACCOUNTS PAYABLE APPROVED:

Auditor Janke told the board the SDML work comp bill of $38,996 needs to be paid as soon as possible but the breakdown by department is not ready at this time. Motion by Reinicke, second by Slaughter, to approve the following accounts payable including the work comp bill. Motion carried. **Accounts Payable 1-3-18 Commissioner:** Madison Daily Leader, 2018 Subscription, $95.77, Chamber of Commerce, 2018 Membership Dues, $573.00, SDACC, 2018 County Dues, $2,630.00, **Judicial:** Deya Thorin Spanish Interpreter, Interpreter Service, $265.50, **Auditor:** Software Services Inc, Dec Service, $540.00, Money Handling Mach Inc, 2018 Maint Contract/Check Signer, $325.00, First Bank & Trust-Madison, Safe Deposit Rental, $15.00, SDACO, 2018 Dues/Janke, $436.33, **Treasurer:** SDACO, 2018 Dues/Walburg, $436.33, **St Atty:** SD Paralegal Assn Inc, 2018 Dues/Gust, $55.00, **Gvt Bldg:** Bud's Clean Up Service, Dec Service, $182.60, **DOE:** Unemployment Ins Div, 4th Qtr 2017 Remittance, $72.97, **ROD:** Software Services Inc, Dec Service, $880.00, SDACO, 2018 Dues/Ebsen, $436.34, **VSO:** Unemployment Ins Div, 4th Qtr 2017 Remittance, $21.02, **Sheriff:** SD Sheriffs' Association,2018 Dues/Walburg, $836.00, Verizon Wireless, Car Jetpack Service, $255.66, **Jail:** Unemployment Ins Div, 4th Qtr 2017 Remittance, $142.12, **CHN:** Unemployment Ins Div, 4th Qtr 2017 Remittance, $69.58, **WIC:** Unemployment Ins Div, 4th Qtr 2017 Remittance, $11.52**, M I Board:** Katterhagen, Mark, Mi Hearing, $15.00, Lewno, Lucy, Mi Hearing, $150.46, Lockwood, Darcy, Mi Hearing, $15.00, Yankton Co Sheriff's Ofc, Mi Service, $50.00, **Hwy Rd-Br:** SD Assn Co Hwy Supts, 2018 Dues/Fedeler, $275.00, MidAmerican Energy, Util/Ramona, $53.58, **911 Comm: ,** Unemployment Ins Div, 4th Qtr 2017 Remittance, $41.43**,** First District Assn, 2018 E911 Maint Mapping Contr, $3,500.00, **Bldgs:** Shive-Hattery Inc, Jail Expansion Study, $4,270.00, Lake County Intl Inc, Gehl Skid Loader/1st Pymt, $5,000.00, **24/7:** Intoximeters Inc, Mouthpiece Fst, $1,294.75, **Flex Spending:** One Recipient, $388.00, Grand Total: $23,332.96

2018 COMMISSION MEETING DATES AND TIMES:

The Board of County Commissioners meet on the 1st and 3rd Tuesday of each month with the following exceptions: June 5th changed to June 7th due to the Primary Election and November 6th changed to November 8th due to the General Election, and the yearend meeting will be held on December 27th. The meetings begin at 9 a.m. Motion by Johnson, second by Reinicke, to approve the 2018 commission meeting dates and times. Motion carried.

COUNTY DEPOSITORIES:

Debra Walburg, Treasurer, lists the following for county depositories: First Bank & Trust, Great Western Bank, Wells Fargo Bank. Motion by Hageman, second by Reinicke, to approve the county depositories for 2018. Motion carried.

LAKE COUNTY ANNUAL SALARY LISTING FOR 2018:

In compliance with SDCL 6-1-10, motion by Reinicke, second by Hageman, to approve and publish the following rates/salaries for fiscal year 2018. Motion carried. The 2018 payroll year begins on December 18, 2017. Amanda Anderson welfare 5% $13.52 and Zoning 95% $19.19; Paula Barrick $19.66; Rick Becker $22.98; Debra Blanchette $18.43; Glenda Blom $18.65; Sam Boecker $18.44; April Denholm $18.21; Shirley Ebsen $50,248; David Fedeler $26.42; Brian Gilman $17.72; Shelli Gust $24.97; Hannah Haak $14.14; Roger Hageman $12,950; Jan Hansen $14.14; David Hare $21.33; Shannon Hoffman $14.97; Micah Hofman $18.18; Megan Houser $16.58; Doug Huntrods EMA 85% $21.98 and VSO 15% $19.78; Kelly Hyland $17.78; Roberta Janke $51,938; Aaron Johnson $12,950; Robert Johnson $19.49; Dustin Jung $15.66; Wendy Kloeppner $99,651; Grant Lanning $19.40; Jennie Larsen $15.15, Lisa Lee $14.14; Ryan McVey $14.14; Vicki Menor $17.41; Eric Natwick $14.97; Sean Nielsen $14.56, Carol Nordling $18.42; Michael O'Connell $17.09; Roger Olson, $15.97; Amber Peters $19.19; Angela Patterson $16.32; Allen Pooler $18.15; Deb Reinicke $12,950; Erin Reinicke $14.14; Hanna Reinicke $14.14; Wayne Reynolds $19.18; Steve Rowe $20.55; Debbie Rowley $21.78, Mark Rustand $622.32 per month (single health insurance premium); Leo Schoeberl $17.25; Dennis Slaughter $12,950; Kelsey Smith $15.15; Debra Stamm-Gartner $20.60; Sarina Talich $21.70; Jennie Thompson $22.27; Amy Thrun $13.64; Timothy Tolley $22.87; Timothy Van Den Hemel $19.89; Courtney VanZanten $15.15; Margaret Vickmark $19.15; Debra Walburg $46,218; Timothy Walburg $55,880; Linda Walker $18.61; Julie Wegener $24.82; Craig Williams $14.56; Betty Wise $14.14; Shawn Wise $14.97; Kelli Wollmann $14,150. LONGEVITY PAY: The rate/salary figures do not include longevity that may be due some employees.

WAGE SCALE BY GRADE/2018:

Shelli Gust, Human Resource Specialist, changed the minimum rate to $8.85. Motion by Johnson, second by Reinicke, to approve the 2018 wage scale by grade. Motion carried.

RESOLUTION 2018-1/ELECTIONS:

Motion by Hageman, second by Reinicke, to approve the chair sign Resolution 2018-1. Motion carried.

RESOLUTION 2018-1

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 2018 be established at $175.00 for superintendents, $150.00 for deputies, information table workers, resolution board members and automark assistants, $25.00 for election school attendance, $12.50 per hour for absentee precinct workers and election office workers.

Voting aye: Hageman, Johnson, Reinicke, Slaughter and Wollmann

Voting nay: none

Approved this 2nd day of January 2018.

/s/Kelli Wollmann

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

RESOLUTION 2018-2/OFFICIALS TRAINING-TRAVEL:

Motion by Johnson, second by Slaughter, to approve the chair sign Resolution 2018-2. Motion carried.

RESOLUTION 2018-2

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 2018.

Voting aye: Hageman, Johnson, Reinicke, Slaughter, and Wollmann
Voting nay: none
Approved this 2nd day of January, 2018.
/s/Kelli Wollmann
Chair, Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

RESOLUTION 2018-3/CLAIMS:

Motion by Reinicke, second by Slaughter, to approve the chair sign Resolution 2018-3. Motion carried.

RESOLUTION 2018-3

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,

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: Hageman, Johnson, Reinicke, Slaughter, and Wollmann
Voting nay: none
Approved this 2nd day of January 2018.
/s/Kelli Wollmann
Chair, Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

CELL-PHONE STIPEND:

Motion by Reinicke, second by Slaughter, to approve the cell phone stipend of $30 per month for Wendy Kloeppner, Jennie Thompson, and Shelli Gust, States Attorney's office, with the bill submitted annually. Motion carried.

2018 BOARD APPOINTMENTS/DEPT LIAISONS:

Motion by Reinicke, second by Johnson, to approve the 2018 board appointments and department liaisons. Motion carried.

1. 911 Communications Board – Slaughter and Wollmann
2. 911 - Slaughter
3. Bypass Committee – Hageman and Reinicke
4. Buildings and Grounds – Reinicke
5. Chamber of Commerce – Wollmann and alternate Johnson
6. Community Counseling Services--Reinicke
7. County Government Day – Wollmann and Reinicke (March 2018 tours)
8. County Health Nurse - Johnson
9. Dive Team—Wollmann and alternate Slaughter
10. East Dakota Transit – Slaughter
11. East Dakota Water Development -Hageman
12. Emergency Management Agency – Wollmann
13. Equalization – Reinicke
14. Extension and Extension Board – Wollmann
15. First District Planning – Hageman
16. GIS - Johnson
17. Highway – Hageman
18. Human Resources – Johnson
19. Insurance - Johnson and Reinicke
20. Interlakes Community Action Board - Slaughter
21. IT Support/Website/Social Media - Johnson
22. Lake Area Improvement Corp – Slaughter
23. Lake County Access - Hageman
24. Lake County Public Safety Building Advisory Committee – Hageman and Wollmann
25. Lake Madison Development Association - Hageman
26. Lake Moody County Joint Ditch No. 1 - Wollmann
27. LEPC (Local Emergency Planning Committee) – Wollmann
28. Minnehaha County Regional Juvenile Detention – Reinicke, State's Attorney and Sheriff
29. NACo - _____
30. Personnel Policy – Johnson and Reinicke
31. Planning, Zoning, Drainage, and Natural Resources and Planning Commission - Johnson
32. Public Library Board - Wollmann
33. Register of Deeds—Reinicke
34. Safety Committee - Wollmann
35. School Resource Officer—Reinicke
36. Site Analysis--Johnson and LAIC Executive Director
37. SD Joining Forces - Slaughter
38. Search and Rescue Ad Hoc Committee - Wollmann
39. Sheriff / Jail – Hageman and alternate Reinicke
40. Solid Waste – Reinicke and alternate Amanda Anderson
41. State's Attorney – Reinicke
42. Task Force on Flood Prevention / Protection and FEMA Risk Map Project - Johnson
43. Treasurer - Hageman
44. Veterans Services – Wollmann and alternate Slaughter
45. Wage Scale by Grade – Johnson and Slaughter
46. Weed Department and Weed and Pest Board – Hageman
47. Welfare - Johnson

OTHER APPOINTMENTS:

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

1. 911 Communication Center Supervisor: Julie Wegener
2. Commission Administrative Officer/Human Resource Specialist: Shelli Gust
3. Director of Equalization: Rick Becker
4. Emergency Management: Douglas Huntrods
5. First District at large representative—
6. GIS citizen member—Ronald Golden
7. Health Board: B.F. Heilman, M.D.; Robert Summerer, D.O.; Madison City Atty; Lake County State's Atty; Madison City Police Chief; and Sheriff
8. Highway Superintendent: David Fedeler
9. Lake County Public Safety Building Advisory Committee: Tim Salmen and Ray Johnson, Commissioners Hageman and Wollmann, Buildings and Grounds Superintendent, Sheriff, Emergency Manager, State's Attorney, 911 Director, and two non-voting ex-officio members include City of Madison Police Chief and Jail Administrator
10. Legal Newspaper: Madison Daily Leader
11. Mental Health Board: Jim Baltzer (term 2016-2018), Robert Bergstrom (term 2016-2018), one alternate position unfilled and Attorneys Richard Ericsson and Abby Oftedal
12. Planning, Zoning, Drainage, and Natural Resources: Amanda Anderson
13. Safety Committee: Hwy Supt, CAO/HRS, Bldgs & Grounds Supt, Sheriff, Emergency Manager, States Attorney, Mandi Anderson, Sam Boecker, Glenda Blom, Micah Hofman, and Commissioner Wollmann
14. Sale of Property location: Courthouse 1st floor lobby
15. Veterans Service Officer: Douglas Huntrods (4-year term ending 1st Monday in 2019)
16. Weed & Pest Board: Ted LaFleur (term ends 2018), James Hildebrandt (term ends 2019), Roger Abraham (term ends 2018), and Pat Schut (term ends 2019), 2 vacant positions, and Commissioner Hageman
17. Welfare Director: Amanda Anderson
18. Planning & Zoning Board: Planning & Zoning Board: Joseph Aldrich (Term 2016-2018), Gene Anderson (Term 2018-2020), Donald Bickett (Term 2017-2019), R Doug Jerlow (Term 2018-2020), Craig Johannsen (Term 2017-2019), Dale Thompson (Term 2016-2018), and Commissioner Johnson

APPROVE ADDED TAXES/2018-1 & 2018-2:

Two exempt properties of the Rutland School District were transferred to nonexempt Michael & Erin Prins on October 24, 2017. The Prins' will be billed for 2 months taxes on 2018-1 parcel 03200-10751-06010, Lot 5-6 ex S66' Lot 6 $1.08 and 2018-2 parcel 03200-10751-04010, Lot 4 Co Aud Sub W1/2 Sec 9 #1337 $94.48. Motion by Johnson, second by Slaughter, to approve Added tax 2018-1 and 2018-2. Motion carried.

RESOLUTION 2018-4/OPERATING TRANSFER:

Motion by Reinicke, second by Hageman, to approve the chair sign Resolution 2018-4/operating cash transfer to the Road & Bridge fund. Motion carried.

RESOLUTION 2018-4
OPERATING TRANSFERS

WHEREAS, Lake County does not have enough cash in the Road and Bridge Fund and it is allowable to do an operating transfer of cash from the General Fund to other funds;
THEREFORE, BE IT RESOLVED, that $200,000 be transferred to the Road & Bridge Fund.
Voting aye: Hageman, Johnson, Reinicke, Slaughter and Wollmann
Voting nay: none
Dated this 2nd day of January 2018.
LAKE COUNTY BOARD OF COMMISSIONERS
/s/Kelli Wollmann
Chair, Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

EM/PERSONNEL ACTION FORM:

Janke presented the personnel action form for Doug Huntrods, Emergency Manager, and Courtney VanZanten, EM Deputy Director. This form must be completed whenever there is a change in the hourly rate for the Emergency Manager and staff. Motion by Reinicke, second by Hageman, to approve the chair sign the form of Courtney VanZanten. Motion carried. Motion by Johnson, second by Reinicke, to approve the chair sign the form of Douglas Huntrods. Motion carried.

BLDGS & GROUNDS/QTRLY REPORT:

Dave Hare, Bldgs and Grounds Supt., met with the board for his quarterly report. He discussed the following: sewer problem with tree roots and need a clean-out in the yard, two service calls on the boiler in the public safety building, new skid loader working well, and assisting EM Huntrods with the command trailer.

PERSONNEL/911 COMM:

Julie Wegener, 911 Comm Center Supr., met with the board to tell them Amy Thrun is now county certified and due a .50 an hour increase. She will remain a part-time employee. Motion by Reinicke, second by Slaughter, to approve an increase from $13.64 to $14.14 an hour effective 1-2-2018. Wegener told the board she still needs a full-time employee. Motion by Reinicke, second by Johnson, to approve HR Gust open a position for a full-time 911 Dispatcher. Motion carried.

SECOND READING/ORDINANCE 18-66:

Chair Wollmann read Ordinance 18-66, AN ORDINANCE ESTABLISHING A SPEED ZONE ON A PART OF COUNTY ROAD 21 (461 ST AVE) AND COUNTY ROAD 44 (238TH ST) AND FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH. Motion by Johnson, second by Reinicke, to approve second reading and adopt Ordinance 18-66. Motion carried. The ordinance will be effective 20 days after publication.

EM SLA/FIRST QTR:

Doug Huntrods, Emergency Manager, met with the board to discuss the 1st Quarter (Oct-Dec 2017) state and local agreement. He discussed the following: developing a civil disturbance annex for inclusion in the County LEOP, developing county radio communication procedures for local agencies and mutual aid responders to follow, and a mass fatality annex was adopted by Lake County in 2016. Motion by Reinicke, second by Johnson, to approve the chair sign the 1st qtr SLA. Motion carried.

EM AND VSO/QTRLY REPORT:

Huntrods discussed the following concerning Emergency Management: air medevac policy, new radio frequencies, 3 code plugs in Lake County, using LEPC funds to increase capabilities of the hazmat trailer, 2 full-scale exercises conducted, working on PDM, attended several fires, and spoke at United Way meeting. He discussed the following concerning the Veterans Service office: Courtney VanZanten, VSO assistant, is writing a bi-monthly news column for the Madison Daily Leader.

4-H ADVISOR/QTRLY REPORT:

Allyssa Sims, 4-H Advisor, presented a handout to the board on the quarterly activities of the extension office. She discussed National 4-H week, the Recognition Event, Programming, and events coming up.

SURPLUS PROPERTY/PATROL CAR:

Tim Walburg, Sheriff, met with the board to discuss trading the 2013 Ford Explorer, FA# 05115, for a 2017 Ford Explorer with light bar inside the car. The state bid price for the 2017 Explorer is $31,367. Prostrollo Motor Co. will allow $5,000 for the 2013 Explorer. The board reviewed with Walburg the costs to install equipment on the new car including graphics, console package, and radios. Walburg estimated the additional costs at $3,000 to $4,000. Motion by Reinicke, second by Johnson, to declare the 2013 Ford Explorer surplus property for trade-in purposes. Motion carried.

24/7 GRANT:

Walburg told the board Lake County was one of four counties denied a 24/7 Grant. He told the board smaller counties will receive the funding. 24/7 wages for Roger Olson and Steve Rowe will continue to be taken from the 24/7 Fund/budget.

RESIGNATION/NEW HIRE-JAIL:

Motion by Johnson, second by Slaughter, to approve the resignation of Angela Patterson, Correctional Officer, effective December 22, 2017. Motion carried. Motion by Johnson, second by Reinicke, to authorize HR Gust to advertise for a full-time female correctional officer. Motion carried. Motion by Reinicke, second by Hageman, to approve the part-time no benefits correctional officer position to Kathryn Lembcke at $14 per hour effective January 5, 2018 and paid from the 24/7 Fund. Motion carried.

HEALTH INS INCREASE:

Brad Peterson, Fiedler Insurance, met with the board to discuss the $23.50 per month increase to the single health insurance premium with Wellmark Blue Cross Blue Shield. In 2017 the health insurer fee was suspended and now has been reinstated. He will keep Auditor Janke informed on changes and how it will affect the group. Motion by Reinicke, second by Johnson, to pay the entire single health insurance premium increase from $598.82 to $622.32. Motion carried.

SDPAA CONTRACT:

CAO Gust told the board Paul Lewis, Interim States Attorney, has reviewed the revised intergovernmental contract with the South Dakota Public Assurance Alliance. The contract eliminates the distinction between the Operating Fund and Cumulative Reserve Fund and the composition of the SDPAA board of directors. Motion by Reinicke, second by Johnson, to approve the chair sign the contract. Motion carried.

EXECUTIVE SESSION:

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

REGULAR SESSION:

Motion by Reinicke, second by Hageman, to return to the regular session. Motion carried. Chair Wollmann announced that four personnel matters were discussed in executive session.

RESIGNATION/HWY EQUIP OPERATOR:

Motion by Reinicke, second by Hageman, to accept the resignation of Leo Schoeberl, Hwy Equipment Operator, effective January 1, 2018. Motion carried.

TRAVEL REQUEST:

Robert Johnson and Weed Board member to attend annual weed/pest conference on Feb 13-16 at Rapid City.

ADJOURNMENT:

Motion by Reinicke, second by Johnson, to adjourn at 11:37 a.m. Motion carried. The next commission meeting will be held on January 16, 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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