LAKE COUNTY COMMISSION MINUTES
January 2, 2019

The Board of Lake County Commissioners met in regular session on January 2, 2019 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 Aaron Johnson, Commissioner Deb Reinicke, Commissioner Dennis Slaughter, and Commissioner Kelli Wollmann all present. The Pledge of Allegiance was recited. The elected officials took their oath of office at 8:30 a.m. in the courtroom.

AGENDA APPROVED:

Motion by Reinicke, second by Slaughter, to approve the agenda of January 2, 2019. Motion carried.

2019 REORGANIZATION:

Auditor Janke asked for nominations for Chair of the Lake County Commission for 2019. Commissioner Reinicke nominated Commissioner Wollmann. Janke called for any additional nominations. There being no further nominations, motion by Reinicke, second by Johnson, to approve Commissioner Wollmann as 2019 Chair of the Lake County Board of Commissioners. Motion carried. Janke asked for nominations for Vice Chair. Commissioner Johnson nominated Commissioner Hageman. Janke called for any additional nominations. There being no further nominations, motion by Johnson, second by Slaughter, to approve Commissioner Hageman as 2019 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 Johnson, to approve the unapproved minutes of December 27, 2018. Motion carried.

COMMUNITY COMMENTS: none

ACCOUNTS PAYABLE APPROVED:

Auditor Janke told the board the SDML work comp bill of $30,887 needs to be paid as soon as possible but the breakdown by department is not ready at this time. Motion by Johnson, second by Reinicke, to approve the following accounts payable of January 3, 2019 including the work comp bill. Motion carried.

Accounts Payable 1-3-19 Commissioner: Madison Daily Leader, Subscription, $95.77, Chamber of Commerce, Membership Dues, $578.00, SDACC, Membership Dues, $2,630.00, **Judicial:** Verley, Micheal, Witness Fee/Mileage, $155.50, **Auditor:** Money Handling Machine, Maint Contract, $325.00, SDACO, Dues/Janke, Roberta, $436.34, **Treasurer:** SDACO, Dues/Walburg, Debra, $436.33, **St Atty:** A & B Business Solutions, Copier Maint/Usage, $66.11, SD States Atty Assn, Dues/Kloeppner, Wendy, $926.00, SD Paralegal Assn, Dues/Gust, Shelli, $65.00, **Gvt Bldg:** Lake County Intl Inc, Brushes/Sweeper Parts, $500.50, **DOE:** SDAAO, Dues (3), $225.00, **ROD:** SDACO, Dues/Ebsen, Shirley, $436.33, **Hwy Rd-Br:** SD Assn Co Hwy Supts, Dues/Fedeler, Dave, $275.00, **911 Comm:** Apco International, Membership Dues, $92.00, Nena, Dues/Denholm, April, $142.00, Zuercher Technologies, Insight Maint/May, $721.23, **Bldgs:** Lake County Intl Inc, Skid Loader Pymt, $5,154.00, Prostrollo Motor Co, 2008 GMC Pickup, $16,950.00, **M&P Fund:** Microfilm Imaging Sys, Services, $6,800.00, Grand Total: $ 37,010.11

2019 COMMISSION MEETING DATES AND TIMES:

The Board of County Commissioners meet on the 1st and 3rd Tuesday of each month. The first meeting in 2019 will be held on Wednesday, January 2nd. The September 17th meeting will be changed to September 19th due to county convention. The yearend meeting will be held on December 26th. The meetings begin at 9 a.m. Motion by Reinicke, second by Slaughter, to approve the commission meetings on the 1st and 3rd Tuesday of the month, the September 17th meeting changed to September 19th, yearend meeting on December 26th and all meetings begin at 9 a.m. Motion carried.

COUNTY DEPOSITORIES:

Deb Walburg, Treasurer, lists the following for county depositories: First Bank & Trust, Great Western Bank, Wells Fargo Bank. Motion by Johnson, second by Slaughter, to approve the county depositories for 2019. Motion carried.

LAKE COUNTY ANNUAL SALARY LISTING FOR 2019:

Auditor Janke told the board everyone received a 3% increase except Stephanie Ryan who will receive a 3% increase after completing 6 months of employment. In compliance with SDCL 6-1-10, motion by Reinicke, second by Johnson, to approve and publish the following rates/salaries for fiscal year 2019. Motion carried. The 2019 payroll year begins on December 17, 2018. Amanda Anderson welfare 5% $13.93 and Zoning 95% $19.77; Paula Barrick $20.25; Rick Becker $23.67; Debra Blanchette $18.98; Glenda Blom $19.21; Sam Boecker $18.99; April Denholm $22.15; Shirley Ebsen $51,755; David Fedeler $27.21; Brian Gilman $18.25; Gabrielle Grindeland $14.42, Shelli Gust $25.72; Hannah Haak $14.56; Roger Hageman $13,339; Larry Hand $17.51; Jan Hansen $14.56; David Hare $21.97; Shannon Hoffman $16.81; Micah Hofman $18.73; Megan Houser $18.54; Roberta Janke $53,496; Aaron Johnson $13,339; Robert Johnson $20.07; Dustin Jung $17.67; Kody Keefer EMA 95% $20.60 and VSO 5% $17.51; Wendy Kloeppner $102,641; Grant Lanning $19.98; Jennie Larsen $15.60, Lisa Lee $14.56; Katherine Lembcke $14.42, Ryan McVey $18.03; Vicki Menor $17.93; Eric Natwick $15.42; Sean Nielsen $15.00, Carol Nordling $18.97; Michael O'Connell $17.60; Laura Olson $15.45; Jeff Poncelet $17.00; Kathleen Petersen $15.45; Austin Powell $14.42; Deb Reinicke $13,339; Erin Reinicke $14.56; Hanna Reinicke $14.56; Wayne Reynolds $19.76; Steve Rowe $21.17; Debbie Rowley $22.43, Mark Rustand $628.19 per month (single health insurance premium); Stephanie Ryan $16.75, Dennis Slaughter $13,339; Debra Stamm-Gartner $21.22; Sarina Talich $22.35; Jennie Thompson $22.94; Timothy Tolley $23.56; Justin Tvedt $17.00, Timothy Van Den Hemel $20.49; Courtney VanZanten VSO $17.51 and EM $15.60; Margaret Vickmark $19.72; Debra Walburg $47,605; Timothy Walburg $57,556; Linda Walker $19.17; Craig Williams $18.03; Betty Wise $14.56; Shawn Wise $15.42; Kelli Wollmann $14,539. LONGEVITY PAY: The rate/salary figures do not include longevity that may be due some employees.

WAGE SCALE BY GRADE/2019:

Shelli Gust, Human Resource Specialist, changed the minimum rate on the wage scale to $9.10. She told the board the wage scale committee wants to make updates to the wage scale a priority in 2019. Motion by Reinicke, second by Hageman, to approve the 2019 wage scale by grade and continue to work on the wage scale. Motion carried.

RESOLUTION 2019-1/ELECTIONS:

Chair Wollmann read Resolution 2019-1. Auditor Janke told the board she did add a section to this resolution dealing with hand counting ballots in a county-wide election. Motion by Slaughter, second by Hageman, to approve the chair sign Resolution 2019-1. Motion carried.

RESOLUTION 2019-1

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 2019 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**.** For any county-wide election where ballots are hand-counted, the superintendent shall be paid $200 and deputies $175.

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

Voting nay: none

Approved this 2nd day of January 2019.

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

RESOLUTION 2019-2/OFFICIALS TRAINING-TRAVEL:

Chair Wollmann read Resolution 2019-2. Commissioner Reinicke wanted other county officials added to this resolution. Janke told the board the county officials in this resolution are taken from state statute. Motion by Hageman, second by Johnson, to approve the chair sign Resolution 2019-2. Motion carried.

RESOLUTION 2019-2

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 2019.

Voting aye: Hageman, Johnson, Reinicke, Slaughter, and Wollmann
Voting nay: none
Approved this 2nd day of January, 2019.
/s/Kelli Wollmann
Chair, Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

RESOLUTION 2019-3/CLAIMS:

Chair Wollmann read Resolution 2019-3. Auditor Janke told the board this resolution is needed to pay utility and credit card bills timely. Motion by Johnson, second by Hageman, to approve the chair sign Resolution 2019-3. Motion carried.

RESOLUTION 2019-3

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 2019.
/s/Kelli Wollmann
Chair, Lake County Commission
ATTEST:
/s/Roberta Janke
Lake County Auditor

2019 BOARD APPOINTMENTS/DEPT LIAISONS:

Motion by Reinicke, second by Johnson, to approve the 2019 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
8. County Health Nurse - Johnson
9. Dive Team—Wollmann and alternate Slaughter
10. Domestic Violence Network—Reinicke
11. East Dakota Transit – Slaughter
12. East Dakota Water Development -Hageman
13. Emergency Management Agency – Wollmann
14. Equalization – Reinicke
15. Extension and Extension Board – Wollmann
16. First District Planning – Hageman
17. GIS - Johnson
18. Highway – Hageman
19. Human Resources – Johnson
20. Insurance - Johnson and Reinicke
21. Interlakes Community Action Board - Slaughter
22. IT Support/Website/Social Media - Johnson
23. Lake Area Improvement Corp – Slaughter
24. Lake County Access - Hageman
25. Lake County Public Safety Building Advisory Committee – Hageman and Wollmann
26. Lake Madison Development Association - Hageman
27. Lake Moody County Joint Ditch No. 1 - Wollmann
28. LEPC (Local Emergency Planning Committee) – Wollmann
29. Minnehaha County Regional Juvenile Detention – Reinicke, State's Attorney and Sheriff
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. Site Analysis--Johnson and LAIC Executive Director
36. Sheriff / Jail – Hageman and alternate Reinicke
37. Solid Waste – Reinicke and alternate Zoning Officer
38. State's Attorney – Reinicke
39. Task Force on Flood Prevention / Protection and FEMA Risk Map Project - Johnson
40. Treasurer – Hageman
41. Vermillion Basin Water Development District—Johnson and Hageman
42. Veterans Services – Wollmann and alternate Slaughter
43. Wage Scale by Grade – Johnson and Slaughter
44. Weed Department and Weed and Pest Board – Hageman
45. Welfare - Johnson

OTHER APPOINTMENTS:

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

1. 911 Communication Center Supervisor: April Denholm
2. Commission Administrative Officer/Human Resource Specialist: Shelli Gust
3. Director of Equalization: Rick Becker
4. Emergency Management: Kody Keefer
5. First District at large representative—Jeff Bloom
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: **one vacancy,** Robert Bergstrom (term 2017-2019), Jan Weber (term 2018-2020) and Attorneys Richard Ericsson and Abby Oftedal, Commissioner Reinicke volunteers if no one is found for vacancy.
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: Courtney VanZanten (first term ends 1st Monday in 2020)
16. Weed & Pest Board: James Hildebrandt (term ends 2019), Roger Abraham (term ends 2021), Pat Schut (term ends 2019**),** Deb Stamm-Gartner (term ends 2020), and Dan Wyatt (term ends 2020), Mike McGillivray (term ends 2021) and Commissioner Hageman
17. Welfare Director: Amanda Anderson
18. Planning & Zoning Board: Planning & Zoning Board: Gene Anderson (Term 2018-2020), Donald Bickett (Term 2017-2019), R Doug Jerlow (Term 2018-2020), Craig Johannsen (Term 2017-2019), Alan Schaefer (Term 2019-2021) Dale Thompson (Term 2019-2021), and Commissioner Johnson

The **IT Committee** needed to be added to the list. The current IT members are: States Attorney, Commissioner Johnson, Sheriff, Bldgs & Grounds Supt., and Deputy Auditor Paula Barrick. Commissioner Reinicke told members since there are younger people working for the county more employees should be added to this committee and they should look into new programs. She suggested adding Jennie Larson from the DOE office, one employee from the treasurer's office, one employee from the Register of Deeds' office, the employee from the zoning office, and the Hwy Dept Office Manager. Commissioner Slaughter suggested a sub-committee of the IT committee work on specific programs.

FUEL QUOTE APPROVED:

The board reviewed the only fuel quote of Cole's Petroleum: ethanol 1.7360, #1 diesel fuel 2.23 and #2 diesel fuel 1.8525. Motion by Johnson, second by Reinicke, to approve the quote of Cole's Petroleum. Motion carried.

EM/PERSONNEL ACTION FORM:

Shelli Gust, HR Specialist, presented the personnel action form for Kody Keefer, Emergency Manager. This form must be completed whenever there is a change in the hourly rate for the Emergency Manager. Motion by Reinicke, second by Johnson, to approve and authorize the chair sign the form of Kody Keefer. Motion carried.

UTILITY OCCUPANCY APPLICATION/PERMIT:

CAO Gust presented the following utility occupancy applications/permits.

2019-1 Sioux Valley Energy, Jim Kuyper, P.O Box 216, Colman SD 57017. Work to be done—retiring overhead powerline crossing hwy, installing underground across 464th Ave and along highway in Chester. Motion by Reinicke, second by Slaughter, to approve 2019-1 utility occupancy application/permit for Sioux Valley and authorize the chair to sign. Motion carried.

2019-2 Sioux Valley Energy, Jim Kupyer, P.O. 216, Colman SD 57017. Work to be done—due to overhead power line moving to east side road need to replace wire into farm. Location—464th Ave and north of 243rd St. Motion by Johnson, second by Slaughter, to approve 2019-2 utility occupancy application/permit for Sioux Valley Energy and authorize the chair to sign. Motion carried.

MEETINGS ATTENDED:

Commissioner Slaughter attended LAIC and East Dakota Transit meeting. Commissioner Hageman attended East Dakota Water Dev Dst meeting.

STATES ATTY OFC/OVERTIME:

HR Gust told the board overtime may be necessary in the state's attorney office for the jury trial beginning January 7th. Jennie Thompson, States Attorney Paralegal, will be assisting the Attorney General's office for the duration of the trial. Motion by Reinicke, second by Slaughter, to approve overtime for staff in the State's Attorney's office from January 2, 2019 through the duration of the jury trial scheduled to end approximately February 15, 2019. Motion carried.

ICAC JOINT POWERS AGREEMENT:

The board reviewed the joint powers agreement South Dakota Internet Crimes Against Children Task Force. This is the first year participating in the joint power's agreement. Walburg told the board Chief Deputy Sarina Talich has interest in this task force. This is funded through federal grant funds. Motion by Slaughter, second by Reinicke, to approve the Joint Powers Agreement SD Internet Crimes Against Children Task Force and authorize the chair to sign. Motion carried.

COURTROOM SECURITY/PERSONNEL:

Chair Wollmann recuses herself from the courtroom security/personnel matter. Sheriff Walburg told the board Darwin Wollmann has been hired to assist with the jury trial beginning January 7th. The trial is expected to last approximately six weeks. Motion by Reinicke, second by Hageman, to acknowledge the hire of Darwin Wollmann, full-time temporary Deputy Sheriff, at a rate of $20.00 per hour effective January 7, 2019 and through the end of the trial. Motion carried.

CORRECTIONAL OFFICER/RESIGNATION:

Sheriff Walburg told the board Kathryn Lembcke, part-time correctional officer, resigned her position effective January 13, 2019. Motion by Reinicke, second by Hageman, to accept with regret the resignation of Kathryn Lembcke effective January 13, 2019. Motion carried.

TRAINING/SHERIFF DEPT:

Sheriff Walburg told the board Micah Hofman will be attending drug recognition training in Sioux Falls and Tucson, AZ. The only cost to the county will be his wages.

TAX DEED PROPERTY:

Deb Walburg, Treasurer, told the board the county became owner and holder of a certificate of tax sale on December 22, 2014. The legal description for the property is: Lots One (1), Two (2), and Three (3) of Croisant's outlots from Ramona, Lake County SD, parcel #18600-10853-03010. The treasurer took tax deed on June 28, 2018 and the 180-day waiting period has expired. Motion by Reinicke, second by Hageman, to approve selling by public auction this property on February 5, 2019. Motion carried.

TRAVEL REQUEST:

Laura Olson to attend WIC-IT training for clerical on January 14 and 15 at Pierre.

Micah Hofman to attend drug recognition expert training at Sioux Falls on January 21-February 1, 2019 and at Tucson, Arizona on February 17-23, 2019.

Kody Keefer to attend MGT 310 Jurisdictional THIRA on January 14-15 at Mitchell, Campus Emergencies-Prevention-Response-Recovery for Healthcare Facilities on January 17th at Redfield,

and EM 101 on January 30th at Aberdeen.

ADJOURNMENT:

Motion by Johnson, second by Reinicke, to adjourn at 10:09 a.m. Motion carried. The next commission meeting will be held on January 15, 2019 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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