

03/19/2019

THE MINNEHAHA COUNTY COMMISSION CONVENE AT 9:00 A.M. March 19, 2019, pursuant to adjournment on March 12, 2019. Commissioners present were: Bender, Beninga, Heiberger, and Karsky. Commissioner Barth was absent. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State's Attorney.

MOTION by Beninga, seconded by Karsky, to amend the agenda as follows: 1) remove Item 14 authorizing the chairperson to sign a Memorandum of Understanding with SDSU Extension for the 2019 4-H Advisor salary from the agenda; and 2) move Item 12, a brief update on the Human Resources Department and 2019 Annual Workforce Review, to be placed under the 5th Routine Business Agenda Item as Item 5b. 4 ayes.

MINUTES APPROVAL

MOTION by Heiberger, seconded by Beninga, to approve the March 12, 2019, Commission Minutes. 4 ayes.

VOUCHERS TO BE PAID

MOTION by Karsky, seconded by Heiberger, to approve the following bills totaling \$496,577.73. 4 ayes.

A&B Business	Lease-Rental Agmt	150.70
A&B Business	Maint Contracts	200.50
Ace Towing	Truck Repairs & Maint	250.00
Active Generations	Advertising	47.00
Advanced Pest	Maint Contracts	70.00
Airgas USA	Lease-Rental Agmt	50.52
Airway Svc	Automotive/Small Equip	3,023.43
Airway Svc	Gas Oil & Diesel	166.35
Allied Oil & Tire	Truck Repairs & Maint	44.50
Aplus Towing	Professional Svcs	120.00
Argus Leader Media	Advertising	553.98
Argus Leader Media	Publishing Fees	1,020.52
Armor Correctional	Contract Svcs	166,874.87
Avera Health Plans	Insurance Admin Fee	5,399.85
Avera McKennan	Blood Withdrawal	29.25
Avera McKennan	Hospitals	1,187.63
Avera McKennan	Insurance-Other Costs	6,639.00
Avera McKennan	Medical Records	33.50
Axis Forensic Toxicology	Lab Costs	505.00
BankSup	Office Sup	105.82
Bosman, Joseph	Uniform Allowance	73.48
Boyer Trucks	Truck Repairs & Maint	463.95
Brende & Meadors	Attorney Fees	24,026.40
Brooks Townhomes	Welfare Rent	700.00
Builders Supply	Repair/Renovations	1,271.25
Burkard, Michael	Welfare Rent	700.00
Butler Machinery	Truck Repairs & Maint	26.30
C & R Supply	Truck Repairs & Maint	21.44
Celtic Steps	Program Activities	150.00
Center For Family	Professional Svcs	308.00
Century Business	Contract Svcs	750.09
Century Business	Maint Contracts	51.78
Centurylink	Contract Svcs	13.44
Centurylink	Data Communications	1,276.56
Centurylink	Telephone	1,746.30
Chagolla, Albert	Interpreters	55.83
Cole Papers	JDC Custodial Sup	585.00
Computer Forensic	Professional Svcs	4,280.00
Connecting Point	Data Processing Sup	390.34
Corrections Products	Jail Repairs & Maint	1,990.00
Crescent Electric	Electrical Repairs & Maint	828.29
Crescent Electric	Fairgrounds	87.94

03/19/2019

Crew & Crew	Attorney Fees	3,378.00
Culligan Water	Maint Contracts	35.00
Dakota Fluid Power	Small Tools & Shop Sup	116.98
Dakota Lettering	Advertising	700.00
Data Systems	Office Sup	54.00
Decastro Law	Attorney Fees	11,414.60
Diamond R Enterprise	Automotive/Small Equip	110.00
Double H Paving	Snow Removal	5,051.38
Dust Tex Svc	Janitorial Chemical Sup	14.97
EH Hospitality	Motels	625.00
Election Systems	Software/Licensing	2,042.05
Fastenal	Sign Supply Inventory	29.50
Fastenal	Small Tools & Shop Sup	660.30
Fastenal	Truck Repairs & Maint	127.17
Fit My Feet	Uniform Allowance	100.00
Fleetpride	Truck Repairs & Maint	2,741.19
FOP Auxiliary	Explorer Donations	500.00
Fuller & Williamson	Child Defense Attorney	47.00
Galls Quartermaster	Uniform Allowance	997.75
Garretson Gazette	Publishing Fees	998.08
George, Aaron	Motels	600.00
George, Aaron	Welfare Rent	500.00
Goebel Printing	Office Sup	329.52
Goebel Printing	Printing/Forms	515.40
Grainger	Jail Repairs & Maint	84.45
Graybar Electric	HHS Maint	31.70
Great Plains Psych	Professional Svcs	2,915.00
Green, Jeff	Welfare Rent	500.00
Griese Law Firm	Attorney Fees	1,422.70
Grode Brothers	Truck Repairs & Maint	2,443.14
Guzman, Sandra V	Interpreters	100.00
Harmelink Fox & Ravn	Attorney Fees	123.58
Heirigs, Mary Ellen	Bd Exp Fees (Minnehaha)	160.00
High Point Networks	Software	760.00
Horizon Agency	Insurance Admin Fee	2,717.00
Hov Svcs	Microfilming	276.20
Humboldt Fire & Amb	Ambulance Svcs	12,500.00
Innovative Office	Office Sup	1,608.65
Interim Healthcare	Professional Svcs	1,136.00
Interstate Office	Office Sup	4,574.94
Iret Properties	Welfare Rent	500.00
Janet C Olson	Attorney Fees	1,125.57
Jeff Larson Law	Attorney Fees	2,671.60
Julie Person	Misc Exp	159.97
Katterhagen, Mark	Bd Exp Fees (Yankton)	30.00
Kauffman, David W Ph	Psych Evals	3,357.50
Kennedy Pier & Loftu	Attorney Fees	110.50
Knecht, Andrew J	Attorney Fees	1,700.00
Knecht, Andrew J	Child Defense Attorney	551.00
Kolbeck Law	Attorney Fees	2,490.70
Konda, Yousif	Interpreters	512.34
Lamar Texas	HIDTA Grant	3,200.00
Lassegaard, Samuel C	Welfare Rent	450.00
Ledd Properties	Motels	130.00
Lewis Drugs	Pharmacies	1,880.61
Lewno Law	Bd Exp Fees (Yankton)	331.50
Lockwood, Darcy	Bd Exp Fees (Yankton)	30.00
Lowes Credit Svc	Data Processing Sup	39.80
Lowes Credit Svc	Furniture & Office Equip	242.88
Lutheran Social Svcs	Interpreters	131.25
Mac's	Building Repairs & Maint	32.98
Mailway Printers	Publishing Fees	1,030.00
Marsh & Mclennan	Notary Exp	100.00
Menard	Automotive/Small Equip	59.93
Menard	Building Repairs & Maint	23.16

03/19/2019

Menard	HHS Maint	9.93
Menard	Sign Supply Inventory	278.48
Menard	Small Tools & Shop Sup	129.00
Metro Com	Clinics Auxiliary Svcs	600.00
Metro Com	Misc Exp	29,970.50
Microfilm Imaging	Office Sup	63.02
Midamerican Energy	Natural Gas	2,222.77
Midcontinent Com	Data Communications	248.00
Midcontinent Com	Telephone	85.00
Midwest Alarm	Building Repairs & Maint	242.65
Midwest Alarm	HHS Maint	1,700.00
Midwest Alarm	Maint Contracts	742.68
Monick Pipe & Supply	Jail Repairs & Maint	1,168.37
Multicultural Center	Interpreters	165.00
Myers & Billion	Attorney Fees	11,221.86
Napa Auto Parts	Automotive/Small Equip	23.16
Nebraska Salt & Gra	Road Material Inventory	3,613.43
Nichole Carper	Attorney Fees	1,005.50
North American Resc	Homeland Security	17,600.00
North American Resc	Misc Exp	61.00
Novak	Lease-Rental Agmt	68.73
Novak	Trash Removal	177.54
Oconnor	Building Repairs & Maint	797.00
Olivier Miles Holtz	Attorney Fees	362.40
Overhead Door	Building Repairs & Maint	45.00
Parsai, Bal	Interpreters	100.00
Petersen, Miranda	Business Travel	65.10
Pfeifer Implement	Heavy Equip Repairs & Maint	147.31
Price, Thomas L Phd	Professional Svcs	1,200.00
Qualified Presort	Postage	18,030.48
Ramkota Hotel	Business Travel	96.00
Rdo Construction	Heavy Equip Repairs & Maint	885.06
Record Keepers	Professional Svcs	140.67
Roeller Properties	Truck Repairs & Maint	100.00
Roemans Auto	Professional Svcs	320.00
Ronald H Scott Surv	Right Of Way	9,711.70
Sanford	Lab Costs	421.00
Sayre Associates	Parking	367.50
Schmuck, Jan	Bd Exp Fees (Minnehaha)	64.00
SD Assoc County High	Education & Training	200.00
SD Assoc Of County	Due To Other Gov'ts	3,166.00
SD Human Svcs	Clinics Auxiliary Svcs	79.20
SHI International	Data Processing Equip	2,129.28
SHI International	Software	772.36
Sioux Falls City	Blood/Chemical Analysis	6,825.00
Sioux Falls City	Professional Svcs	97.61
Sioux Falls City	Water Sewer	809.40
Sioux Falls City	Welfare Utilities	196.51
Sioux Falls Ministry	Welfare Rent	525.00
Sioux Falls Rubber	Notary Exp	78.55
Sioux Falls Rubber	Office Sup	87.20
Skadsen, Nathan	Business Travel	133.98
Sky Dragon Chinese	Interpreters	25.00
Southeastern	Clinics Auxiliary Svcs	46.60
St Francis House	Professional Svcs	92.14
State of SD	Amts Held-Daily Scram	3,601.00
State of SD	Amts Held-Remote Breath	144.00
State of SD	Blood/Chemical Analysis	2,575.00
State of SD	Building Repairs & Maint	3.15
State of SD	Data Communications	113.00
State of SD	Education & Training	20.00
State of SD	Memberships	1,200.00
State of SD	Misc Revenue	5.71
State of SD	Misc Exp	340.00
State of SD	Notary Exp	90.00

03/19/2019

State of SD	Printing/Forms	95.83
State of SD	Store Sales	47.36
State of SD	Telephone	346.50
Strange Farrell John	Attorney Fees	2,634.23
Strange Farrell John	Child Defense Attorney	950.50
Streichers	Other Sup	155.50
Sturdevants Auto	Small Tools & Shop Sup	66.00
Szameit, Alexandra	Interpreters	149.99
Tammen Auto & Tire	Gas Oil & Diesel	39.82
Target	Pharmacies	59.72
Taylor Place	Welfare Rent	365.00
TCN	Telephone	41.86
Thomson Reuters	Legal Research	2,587.16
Thorin, Deyanira T	Interpreters	66.40
Three In One	Professional Svcs	3,120.00
Trane	Heat, Vent & AC Repairs	7.38
True Care Family	Pharmacies	67.00
Tschetter & Adams	Attorney Fees	5,710.55
Tyler Technologies	Software	9,780.83
US Foods	Professional Svcs	457.20
Valley Springs	Valley Springs Fire Dept	12,973.00
Verizon Wireless	Data Processing Equip	1,142.05
Verizon Wireless	HIDTA Grant	84.20
Verizon Wireless	Misc Exp	88.38
Verizon Wireless	Safety & Rescue Equip	164.95
Verizon Wireless	Telephone	4,774.93
Weerheim Law	Attorney Fees	8,040.10
Weerheim Law	Child Defense Attorney	1,893.10
Xcel Energy	Road Maint & Material	16.86
Yankton County	Attorney Fees	2,485.50
Yankton County	Return Of Svc	100.00
Yemam, Nassir	Interpreters	227.45
Zabel Steel	Sign Supply Inventory	31.50

REPORT

The February 2019 Register of Deeds Official Statement of Revenue Report was received and placed on file in the Auditor's Office.

PERSONNEL

MOTION by Heiberger, seconded by Beninga, to approve the following personnel changes. 4 ayes.

New Hires

1. Chad Boelhower, Deputy Public Defender for the Public Defender's Office, at \$2,603.20/biweekly (22/1) effective 3/26/19.
2. Drew DeGroot, Senior Deputy State's Attorney for the State's Attorney's Office, at \$2,735.20/biweekly (22/3) effective 3/25/19.
3. Kimberly Mosqueda, Legal Office Assistant for the State's Attorney's Office, at \$16.30/hour (10/1) effective 3/20/19.

Promotions

1. Michael Gade, Juvenile Correctional Officer II to Juvenile Caseworker for the Juvenile Detention Center, at \$30.21/hour (17/12) effective 3/25/19.

Step Increases

1. Nathan Moser – Deputy Sheriff – Sheriff's Office – 17/3 – 2/20/19 - \$24.19/hour

03/19/2019

2. Paul Schuster – Deputy Sheriff – Sheriff’s Office – 17/2 – 2/24/19 - \$23.60/hour
3. Mary Zeeb – Property Tax Administrator – Auditor – 19/9 – 3/7/19 - \$30.97/hour

BRIEFING

Carey Deaver, Human Resources Director, gave a briefing on the Human Resources Department’s 2019 projects and goals. Ms. Deaver also briefed the Commission on the annual workforce review identifying trends and significant changes in areas such as demographics, turnover, recruitment, and step distribution.

ABATEMENT

MOTION by Heiberger, seconded by Beninga, to approve the following abatements: tax exempt status, 2018 property taxes, City of Sioux Falls, Parcel ID 14900, Lots 15 & 16 Block 5 Highland Park Subd to City of Sioux Falls, in the amount of \$589.26; elderly assessment freeze, 2018 property taxes, Parcel ID 31565, 926 W 15th St, Sioux Falls, in the amount of \$374.11; elderly assessment freeze, 2018 property taxes, Parcel ID 32268, 603 E Hermosa Dr, Sioux Falls, in the amount of \$178.01; elderly assessment freeze, 2018 property taxes, Parcel ID 35122, 1423 E 5th St, Sioux Falls, in the amount of \$779.51; elderly assessment freeze, 2018 property taxes, Parcel ID 35532, 1012 N Sherman Ave, Sioux Falls, in the amount of \$432.12; razed house, 2018 property taxes, Sarah and Joseph Sapienza, Parcel ID 39662, 1 & N 23’ 2 Block 1 McKennan Park Add to City of Sioux Falls, in the amount of \$6,968.53; and elderly assessment freeze, 2018 property taxes, Parcel ID 19894, 304 E 5th St, Crooks, in the amount of \$278.27. 4 ayes.

LIEN COMPROMISE

Melinda Storley, Commission Assistant, presented a resolution to amend Resolution MC19-6. Resolution MC19-6 was approved on March 5, 2019, for a lien compromise granted to DPNO 46028. The legal description of real property owned by the applicant was recorded incorrectly on the Quitclaim Deed filed with the Register of Deeds. Therefore, the incorrect legal description was recorded on Resolution MC19-6. A Corrective Quitclaim Deed was recorded with the Register of Deeds on March 13, 2019. Additionally the approval date of Resolution MC19-6 was recorded at February 5, 2019, instead of March 5, 2019. The proposed resolution corrects these two errors. MOTION by Heiberger, seconded by Karsky, to approved Resolution MC19-11. By roll call vote: 4 ayes.

RESOLUTION MC19-11 TO AMEND RESOLUTION MC19-6

WHEREAS, a County Aid Lien in the amount of \$2,142.65, purports to exist in favor of Minnehaha County and against DPNO 46028 as Lienee; and

WHEREAS, the Board of County Commissioners approved a partial compromise with no payment on March 5, 2019 via Resolution MC19-6, only as it applied to the real property then legally described as “Lot 2A in Block 13 of Rustic Hills Addition to the City of Sioux Falls, Minnehaha County, South Dakota, according to the recorded plat thereof”; and

WHEREAS, the Board of County Commissioners has been notified that the legal description of the real property attached to the lien was incomplete, upon the official recording of the Quit Claim deed by the office of the Register of Deeds; and

WHEREAS, the date the resolution was approved by the Commission was recorded as February 5, 2019 instead of March 5, 2019; and

03/19/2019

WHEREAS, the Board of County Commissioners desires to correct the date Resolution MC19-6 was approved by the Commission, and correct the legal description of the property subject to the aforementioned lien in order to give the March 5, 2019 compromise action the proper force and effect;

NOW, THEREFORE, BE IT RESOLVED that after due consideration of the circumstances the Board of County Commissioners finds it advisable and proper to authorize the Chairperson of the County Board and the County Auditor to execute the following, and leave the compromise granted per Resolution MC19-6 in effect:

- 1) Correct the legal description as listed on Resolution MC19-6 of the real property located at 2700 S. Avondale Court, Sioux Falls, to the following legal description; Lots 2 and 2A in Block 13 of Rustic Hills Addition to the City of Sioux Falls, Minnehaha County, South Dakota, according to the recorded plat thereof.
- 2) Correct the date that the Commission Approved Resolution MC19-6 to March 5, 2019.

Dated at Sioux Falls, South Dakota, this 19th day of March, 2019.

APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor

BRIEFING

Sheriff Mike Milstead, Jason Gearman, Sheriff's Office Director of Emergency Management, and DJ Buthe, Highway Superintendent, gave a briefing on the March 2019 flooding issues affecting Minnehaha County. A frequently asked questions list is being created regarding topics such as sandbagging. Residents were encouraged to start preparing for the upcoming flooding as soon as possible. Additionally, residents were reminded not to bypass barricades and to not drive into water covered roadways. Information will be available on the Minnehaha County website.

PRESENTATION

Julie Hofer, Public Advocate, presented the 2018 Annual Report for the Public Advocate's Office noting the number of cases opened and closed in 2018.

AGREEMENT

Jamie Phelps, Quality Assurance and Improvement Manager, presented the annual renewal agreement between Minnehaha County and Lincoln County for Human Services caseworker services. Lincoln County will reimburse Minnehaha County for its services at a rate of \$6,302.70 per month. The total projected cost of the agreement is \$75,632.40. MOTION by Heiberger, seconded by Beninga, to approve the Agreement for Casework Services between Minnehaha County and Lincoln County beginning on April 1, 2019 through March 31, 2020. 4 ayes.

PURCHASE

DJ Buthe, Highway Superintendent, requested approval for the purchase of two 2020 Freightliner, Model 114SD, Tandem Axle Trucks including cab and chassis off of Minnesota State Contract Release T-647(5), Contract 124644 from I State Truck Center, Inc., at a cost of \$111,156 for one truck that includes an owner's manual and \$110,781 for one truck without an owner's manual. These trucks will replace two tandem axle trucks in the

03/19/2019

current fleet. MOTION by Karsky, seconded by Heiberger, to approve the purchase of two 2020 Freightliner, Model 114SD, Tandem Axle Trucks including cab and chassis off of Minnesota State Contract Release T-647(5), Contract 124644 from I State Truck Center, Inc., 11152 Courthouse Blvd., Inver Grove, MN 55077, at a cost of \$111,156 for one truck and \$110,781 for the second truck, and to authorize the Chair to sign the purchase agreement. By roll call vote: 4 ayes.

BID AWARDS

DJ Buthe, Highway Superintendent, reported on the February 27, 2019, bid opening for Bid #19-5, Project MC19-01, Micro-surfacing 17.4 miles of County highways. Three bids were received from the following companies: Missouri Petroleum Company, LLC, \$863,985.84; Asphalt Surfacing Technologies Corporation, \$892,872.19; and Martin Resource Management Corp, \$1,075,924.40. The engineer's estimate was \$831,572.03. Staff recommended awarding the bid to the low bidder, Missouri Petroleum Company. The completion date of the project is set for August 23, 2019. MOTION by Karsky, seconded by Heiberger, to award Bid #19-5, Project MC19-01, Micro-surfacing to Missouri Petroleum Company, LLC in the amount of \$863,985.84 and to authorize the Chair to sign the contractor contract. By roll call vote: 4 ayes.

DJ Buthe, Highway Superintendent, reported on the February 27, 2019, bid opening for Bid #19-4, Project MC19-02, Chip Sealing on 35.76 miles of County highway. Four bids were received from the following companies: Bituminous Paving, Inc., \$1,122,839.20; Asphalt Surfacing Technologies Corporation, \$1,175,337.94; The Road Guy Construction, \$1,287,448.88; and Asphalt Surfacing Company, \$1,425,734.21. The low bidder, Bituminous Paving, Inc. failed to add one item into their as-read bid price. Because unit bid prices shall govern, Bituminous Paving, Inc. was still the low bidder after the inclusion of the missed item. Staff recommended awarding the bid to the low bidder. The completion date of the project is set for August 30, 2019. MOTION by Beninga, seconded by Karsky, to award Bid #19-4, Project MC19-02, Chip Sealing to Bituminous Paving, Inc. in the amount of \$1,122,839.20 and to authorize the Chair to sign the contractor contract. By roll call vote: 4 ayes.

LEGISLATIVE UPDATE

Craig Dewey, Assistant Commission Administrative Officer, gave an update and status report of the 2019 Legislative Session on bills that impact Minnehaha County.

LIAISON REPORTS

Commissioner Heiberger reported on attending the 2019 National Association of Counties (NACo) Legislative Conference from March 2-6, 2019. The National Justice and Safety Committee discussed and passed resolutions regarding reform and disparities in the criminal justice system, as well as resolutions urging the Federal Emergency Management Agency to conduct certain assessments, to clarify certain guidelines, and to work on the coordination of certain reports. Additionally, Commissioner Heiberger was able to attend speeches on many topics such as bipartisanship, affordable housing, investment capital for new businesses, and licensures for military spouses.

Commissioners Heiberger and Karsky reported on attending a March 18, 2019, meeting where the creation of the Sioux Empire Leadership Council was discussed to serve the community through collaboration of the government and private enterprise.

Commissioner Karsky reported on the March 19, 2019, Public Defender's Office Meeting where staffing was discussed. Commissioner Bender also attended the meeting.

OLD BUSINESS

03/19/2019

Commissioner Bender spoke on attending Colton Fire Chief LeRoy Koopman's open house for his retirement on March 16, 2019.

MOTION by Heiberger, seconded by Karsky, to recess the Minnehaha County Commission Meeting at 10:16 a.m. 4 ayes.

MOTION by Heiberger, seconded by Beninga, to reconvene the Minnehaha County Commission Meeting at 10:24 a.m. 4 ayes.

MOTION by Beninga, seconded by Karsky, to enter into Executive Session pursuant to SDCL 1-25-2 (1) and (3). 4 ayes.

MOTION by Heiberger, seconded by Beninga, to adjourn. 4 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, March 26, 2019.

APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor