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THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. April 30, 2019, pursuant to adjournment on April 23, 2019. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Karsky. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State's Attorney.

MOTION by Barth, seconded by Heiberger, to approve the agenda. 5 ayes.

MINUTES APPROVAL

MOTION by Beninga, seconded by Barth, to approve the April 23, 2019, Commission Minutes. 5 ayes.

VOUCHERS TO BE PAID

MOTION by Karsky, seconded by Barth, to approve the following bills totaling \$392,128.66. 5 ayes.

3D Specialties	Sign Supply Inventory	302.85
A&B Business	Lease-Rental Agmt	146.81
A&B Business	Maint Contracts	682.38
AGP Studios	Motels	400.00
Airway Svc	Automotive/Small Equip	3,182.26
Airway Svc	Gas Oil & Diesel	207.47
Ambush	Uniform Allowance	296.60
Angel, Edward P	Attorney Fees	1,191.70
Angel, Edward P	Child Defense Attorney	152.00
Aplus Towing	Investigators Exp	360.00
Appeara	Program Activities	47.74
Association Of SD MU	Program Activities	110.00
AT&T	Safety & Rescue Equip	43.23
Atlas Of Rock Cnty	Amts Held-Daily Scram	16.00
Atlas Of Rock Cnty	Cnty 24/7 Fees	20.00
Avera Health Plans	Insurance Admin Fee	2,689.20
Avera McKennan	Clinics Auxiliary Svcs	50.00
Avera McKennan	Hospitals	10,222.68
Avera McKennan	Other Medical Svcs	7,998.17
Avera McKennan	Physicians	2,052.86
B&B Rentals	Welfare Rent	796.67
Baker, Mary	Education & Training	225.00
Bauer Built	Truck Repairs & Maint	42.50
Belitz, Clarence H	Welfare Rent	500.00
Billion Empire Motor	Automotive/Small Equip	114.37
Billion Empire Motor	Gas Oil & Diesel	40.00
Bosman, Joseph	Business Travel	47.00
Bridgewood	Welfare Rent	500.00
Building Sprinkler	Maint Contracts	219.83
Building Sprinkler	Professional Svcs	280.00
Burggraff Properties	Welfare Rent	800.00
Carroll Institute	Misc Expense	4,777.91
Caudill, Christopher	Welfare Rent	700.00
Cbm Managed Svcs	Inmate Supplies	216.40
Century Business	Lease-Rental Agmt	699.43
Century Business	Maint Contracts	853.50
Centurylink	Telephone	53.91
Chagolla, Albert	Interpreters	50.00
Chasing Willows	Welfare Rent	700.00
Constellation	Natural Gas	845.27
Construction Supply	Automotive/Small Equip	76.00
Construction Supply	Road Material Inventory	17,305.60
Correct Rx Pharmacy	Contract Svcs	12.88
Crooks Volunteer	Crooks Fire Department	15,594.50
Dakota Law Firm	Child Defense Attorney	945.49
Dakotaland Autoglass	Automotive/Small Equip	180.00
Deans Distributing	Parts Inventory	282.30

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Deans Distributing	Small Tools & Shop Supplies	273.70
Decisionone	Maint Contracts	168.52
Dell Rapids City	Welfare Utilities	300.63
Dell Rapids Custom	Sign Deposits	50.00
Dennis Hatle	Sign Deposits	50.00
Double H Paving	Snow Removal	14,617.51
Dust Tex Svc	Janitorial Chemical Supplies	20.30
Eich Law	Attorney Fees	1,500.00
Eich Law	Child Defense Attorney	4,166.67
English Law	Attorney Fees	1,500.00
Ergometrics & Appl	Recruitment	1,600.00
Fastenal	Sign Supply Inventory	153.94
Fastenal	Small Tools & Shop Supplies	202.30
Fox & Youngberg	Attorney Fees	394.64
Galls Quartermaster	Other Supplies	197.22
Galls Quartermaster	Uniform Allowance	1,036.97
Goebel Printing	Office Supplies	142.28
Graphic Design	Program Activities	100.00
Gunner, Andrea	Court Reporters	166.60
Guzman, Sandra V	Interpreters	50.00
Hasseler, Kenneth D	Professional Svcs	3,553.00
Hidden Hills Apt	Welfare Rent	500.00
High Plains Tech	Maint Contracts	2,113.82
Hodges, Seth	Extradition & Evidence	135.00
Hoekstra, Denise	Court Reporters	72.20
Horizon Agency	Insurance Admin Fee	2,717.00
I State Truck Center	Truck Repairs & Maint	1,078.98
Innovative Office	Office Supplies	177.59
Interstate Office	Office Supplies	1,711.41
Jaymar	Printing/Forms	70.90
JCL Solutions	Inmate Supplies	1,596.00
JCL Solutions	Kitchen/Cleaning Supplies	4,026.66
Jeff Larson	Attorney Fees	1,859.95
Katterhagen, Mark	Bd Exp Fees (Yankton)	67.50
Kerri Cook Huber	Attorney Fees	90.52
Knecht, Andrew J	Attorney Fees	2,041.50
Konda, Yousif	Interpreters	125.00
Kruse Law	Attorney Fees	8,530.50
Kruse Law	Child Defense Attorney	4,166.67
Kurita America	Heat, Vent & AC Repairs	1,568.22
Lamar Texas	Program Activities	200.00
Lamp	Interpreters	186.00
Landeen Law	Attorney Fees	1,500.00
Language Testing	Professional Svcs	238.00
Larons II Power Eq	Building Repairs & Maint	119.98
Larons II Power Eq	Motor/Machine/Equip Repair	59.99
Larson, Dana J	Bd Exp Fees (Yankton)	50.00
Laughlin Law	Attorney Fees	3,194.10
Lewno Law	Bd Exp Fees (Yankton)	639.50
Lexisnexis Matthew	Subscriptions	500.00
Lickei, Christy	Program Activities	100.00
Lockwood, Darcy	Bd Exp Fees (Yankton)	67.50
Luther, Jeff	Medical Director	2,500.00
Menard	Exhibit Materials	79.22
Metro Com	Clinics Auxiliary Svcs	120.00
Midamerican Energy	Natural Gas	2,963.78
Midamerican Energy	Welfare Utilities	339.53
Midway Svc	Gas Oil & Diesel	3,334.93
Midwest Oil	Parts Inventory	501.80
Morse Correctional	Contract Svcs	1,600.00
Multicultural Center	Interpreters	110.00
Napa Auto Parts	Automotive/Small Equip	8.96
Napa Auto Parts	Heavy Equip Repairs & Maint	56.25
Napa Auto Parts	Parts Inventory	1,320.00
Nebraska Salt & Gra	Road Material Inventory	18,422.12

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Northland Systems	Maint Contracts	1,620.15
Odea, Steve C	Welfare Rent	500.00
Parsai, Bal	Interpreters	25.00
Pfeifer Implement	Parks/Rec Repair & Maint	44.26
Pioneer Enterprises	Burials	6,000.00
Prestox	Professional Svcs	55.00
Professional Medical	Clinics Auxiliary Svcs	18.53
Prov 16:3	Automotive/Small Equip	39.62
Qualified Presort	Postage	169.75
Relm Partners	Welfare Rent	575.00
Reynolds Law	Attorney Fees	1,616.80
Reynolds Law	Child Defense Attorney	6,422.67
Rochester Armored	Armored Car Svc	407.96
Rod's Property Mgmt	Welfare Rent	570.00
Rotorooter	Trash Removal	120.00
Safe N Secure	Communication Equip Repair	198.90
Sage Projects	MacArthur SJC Grant	672.66
Salem, Karla R	Bd Evals (Minnehaha)	2,092.50
Sanford	Other Medical Svcs	453.02
Sanford Clinic	Insurance-Other Costs	573.00
Sanford Clinic	Misc Expense	24,931.42
Sanford Clinic	Other Medical Svcs	296.16
Sanford Clinic	Professional Svcs	169.80
Schulte Automotive	HIDTA Grant	90.00
Schwartzle Prop	Welfare Rent	1,200.00
Sd Assoc Of Cnty	Education & Training	175.00
Sd Human Svcs	Clinics Auxiliary Svcs	114.00
Sioux Area Metro	Bus Passes	1,700.00
Sioux Council Boy	Explorer Donations	370.00
Sioux Empire Fair	Misc Expense	12,500.00
Sioux Falls Area	Misc Expense	3,286.24
Sioux Falls City	Electricity	12,118.37
Sioux Falls City	Water Sewer	11,049.75
Sioux Falls City	Welfare Utilities	73.26
Sioux Falls Ford	Automotive/Small Equip	105.47
Sioux Falls Rubber	Other Supplies	43.70
Skorczewski, Jena	Court Reporters	37.40
Southeast SD Tourism	Advertising	80.00
Southeastern Behav	Drug Court	5,000.00
Stan Houston Equip	JDC Maint	135.00
State of SD	Amts Held-Daily Scram	3,734.00
State of SD	Building Repairs & Maint	7.35
State of SD	Full Time Salaries	20,020.00
State of SD	Memberships	30.00
State of SD	Professional Svcs	216.25
State of SD	Road Maint & Material	387.56
State of SD	Telephone	24.75
State Steel of SD	Truck Repairs & Maint	23.69
Stevenson Svcs	Program Activities	3,215.04
Szameit, Alexandra	Interpreters	249.97
Thomson Reuters	Legal Research	2,236.07
Tiede, Pamela	Bd Exp Fees (Minnehaha)	272.00
Tower Of David	Welfare Rent	439.00
Tyler Technologies	Software	7,356.75
Tzadik Sioux Falls	Welfare Rent	500.00
US Bank	Lease-Rental Agmt	136.72
US Foods	Professional Svcs	1,088.66
Valley West Apt	Welfare Rent	400.00
Vandiest Supply	Chemicals	14,236.00
Wagenaar, Connie K	Program Activities	100.00
Walmart Stores	Pharmacies	13.15
Walton, Marcus	Child Defense Attorney	1,804.80
Weber Law	Child Defense Attorney	4,166.67
Western Detention	JDC Maint	319.50
Xcel Energy	Electricity	52,401.66

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Xcel Energy	Welfare Utilities	3,485.81
Xigent Solutions	Maint Contracts	1,452.00
Yemam, Nassir	Interpreters	25.00

April Salaries Paid

Commission	Salaries	40,925.30	Auditor	Salaries	69,396.35
Treasurer	Salaries	71,801.35	Information Technology	Salaries	71,248.90
States Attorney	Salaries	272,688.67	Public Defender	Salaries	168,356.28
Public Advocate	Salaries	54,327.30	Facilities	Salaries	49,650.73
Equalization	Salaries	72,633.22	Register of Deeds	Salaries	46,072.06
Human Resources	Salaries	24,772.87	Sheriff	Salaries	931,330.26
Emergency Management	Salaries	16,640.00	Juvenile Detention	Salaries	160,754.85
Highway	Salaries	150,297.71	Human Services	Salaries	128,602.52
Museum	Salaries	69,622.02	Planning	Salaries	40,700.20
Extension	Salaries	3,355.20			

REPORTS

The Auditor’s Office Financial Reports for March 2019 and the 2018 Safe Home Audit Report were received and placed on file in the Auditor’s Office. Carol Muller, Commission Administrative Officer, reported on the following Auditor’s Office Financial Reports: General Fund Cash Balance Report, Highway Fund Cash Balance Report, the General Fund YTD Expenditures Report, and the General Fund YTD Revenue Report.

PERSONNEL

MOTION by Heiberger, seconded by Barth, to approve the following personnel changes. 5 ayes.

New Hires

1. Kylie Beck, Max Walter, Christopher Mathieu, Ryan Armstrong, and Danielle Rang, Seasonal Interns for the Public Defender’s Office at \$12.50/hour effective 5/6/19 to 8/16/19.
2. Alison Bakken, variable hour Paralegal for the Public Defender’s Office, at \$23.02/hour effective 5/7/19.
3. Bruce Nytroe, seasonal Laborer for the Highway, at \$13.25/hour effective 4/30/19.
4. Zackary Hilbrands, seasonal Laborer for the Highway, at \$13.00/hour effective 5/6/19.
5. Jordan Beers and Joshua Baumann, Seasonal Laborers for the Highway at \$13.50/hour effective 5/6/19.
6. Mark Shields, seasonal Spray Truck Operator for the Highway, at \$13.50/hour effective 4/25/19.
7. Jordon Britt, Tax and License Technician for the Treasurer, at \$16.30/hour effective 5/1/19.
8. Summer Hardee, variable hour Juvenile Correctional Worker for the Juvenile Detention Center, at \$14.85/hour effective 5/6/19.

Promotions

1. Glen Kruger, from Correctional Officer to Corporal for the Jail, at \$23.02/hour effective 5/4/19.

Step Increases

1. Debra Knudsen – Administrative Assistant – Extension – 12/9 – 3/1/19 - \$21.92/hour
2. Margaret Gillespie – Senior Deputy State’s Attorney – State’s Attorney’s Office – 22/13 – 4/10/19 - \$3,500.00/biweekly

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3. Deborah Deng – Juvenile Correctional Officer I – Juvenile Detention Center – 12/2 – 3/14/19 - \$18.44/hour

Special Personnel Action

Upon the request of Carey Deaver, Human Resources Director, MOTION by Barth, seconded by Beninga, to convert Jason Gearman, variable hour Director of Emergency Management for the Sheriff's Office, to full-time at \$2,944.80 biweekly (pay grade 21, step 10) effective 5/6/19. 5 ayes.

Upon the request of Carey Deaver, Human Resources Director, MOTION by Barth, seconded by Karsky, to reclassify the vacant Highway Bridge/Sign Supervisor position (pay grade 18) to a newly created position of Maintenance Project Coordinator (paygrade 16). 5 ayes.

PRESENTATION

Mike Harstad, Minnehaha County Fire Chiefs Association Past President, gave a presentation on the activities of the Volunteer Fire Department, highlighting the number of calls for service, recruitment efforts, siren testing, fire bans, most common cause of death to fire fighters, and collaboration with Emergency Management. Minnehaha County Fire Chiefs Association meetings take place on the third Wednesday of every month at 7:30 p.m. rotating among the departments. Fire Fighters in attendance were asked to stand and be recognized.

Sheriff Mike Milstead gave a presentation on the Sheriff's Office highlighting the divisions of the office, the contracts for security and patrol, drug trends and overdoses in the area, and the triage center. Mike Walsh, Deputy Sheriff Captain, presented on the Patrol Division. Josh Phillips, Deputy Sheriff Captain, presented on the Investigation Division and the Civil Division.

DJ Buthe, Highway Superintendent, introduced Jason Kjenstad, HDR Inc. Project Engineer. Mr. Kjenstad presented the results and recommendations from the Northeast Area Transportation Study, specifically for County Highways 103, 109, 113, and 104. The following adjacent land owners commented on the study and voiced their concerns regarding the surfacing, condition, safety, and placement of the roads: Arnold Laufmann, 24432 484th Ave, Jasper, MN; Robert Harms, 1002 Tea Off Trail, Dell Rapids; Ryan Howe, 24532 484th Ave, Sherman; and Lauren Anderson, 47981 244th St, Dell Rapids.

BID AWARD

DJ Buthe, Highway Superintendent, reported on the April 3, 2019, bid opening for Bid #19-9, Project MC18-09, Structure 50-231-130 Replacement. Four bids were received from the following companies: Prahm Construction Inc., \$565,973.68; Graves Construction Company, \$585,772.81; Journey Group dba SFC Civil Constructors, \$664,393.10; and Duninick, Inc., \$797,833.87. Staff recommended awarding the bid to the low bidder, Prahm Construction Inc. The engineer's estimate was \$498,060.00. MOTION by Barth, seconded by Karsky, to award Bid #19-9, Project MC18-09, Structure 50-231-130 Replacement to Prahm Construction Inc. in the amount of \$565,973.68, and to authorize the Chair to sign the contractor contract. By roll call vote: 5 ayes.

PURCHASE

DJ Buthe, Highway Superintendent, requested approval for the purchase of two 2019 F-150 XL trucks off of the South Dakota State Bid, Contract #17258, from Sioux Falls Ford, Vendor #12047788, at a cost of \$32,871 per truck. These trucks will replace one 2000 Chevrolet 2500 pickup, Asset #0302, and one 2010 GMC Yukon, Asset #0102. MOTION by Karsky, seconded by Barth, to approve the purchase of two 2019 F-150 XL trucks off of the South Dakota State Bid, Contract #17258, from Sioux Falls Ford, Vendor #12047788, 4901 W 26th Street, Sioux Falls, at a cost of \$32,871 per truck. By roll call vote: 5 ayes.

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GRANT

Kari Benz, Human Services Director, requested approval of the Human Services Department to be a co-applicant with Sioux Falls Housing (SFH) for additional Shelter Plus Care vouchers as part of the Homeless State Consortium grant application. If awarded, the funding would support the current five Shelter Plus Care vouchers and would be utilized to cover management fees for SFH. A 25% match of funds is required and would be rendered via services provided by Safe Home staff such as meals, intensive case management services, and living skills education. A new requirement of the grant application is the addition of a Memorandum of Understanding (MOU) to be signed by the entities applying for the funds. The MOU is to act as a summary of the agreement between the Minnehaha County Human Services Department (MCHS) and SFH, and should identify rates for services provided by the MCHS. MOTION by Heiberger, seconded by Barth, to authorize the Minnehaha County Human Services Department to be the co-applicant with Sioux Falls Housing in the request for additional Shelter Plus Care vouchers as part of the Homeless State Consortium grant application; and to authorize the Minnehaha County Human Services Department to sign the Memorandum of Understanding. 5 ayes.

CONTRACT

Carol Muller, Commission Administrative Officer, presented a Contract for Legal Professional Services with Brad Reynolds to provide conflict counsel for Abuse and Neglect (A&N) cases. The contract commences on May 1, 2019, and ends April 30, 2021. The cost of the contract is \$50,000 per annum. Per the terms of the contract, the attorney will accept all appointments by the Court to provide representation to juveniles, parents, guardians, or custodians in proceedings based upon A&N. Brad Reynolds was selected to replace Jamie Weber, who resigned from serving as a contract attorney. MOTION by Heiberger, seconded by Barth, to authorize the Chair to sign the Contract for Legal Professional Services for conflict counsel for A&N cases with Bradley A. Reynolds at a cost of \$50,000.00 per annum taking effect on May 1, 2019, and ending April 30, 2021. 5 ayes.

LIAISON REPORTS

Commissioner Karsky reported on two employees in the Equalization Department, David Powers and Amber Mauricio, who have met the requirements to become professionally certified as appraiser/assessors.

Commissioners Karsky and Barth reported on meeting with DJ Buthe, Highway Superintendent, regarding the water/drainage issues on County Road 104 and the large amount of work that the Department will be doing this summer and fall on the County Highway System.

Commissioner Barth commented on the good job the Equalization Department is doing, noting the small number of appeals brought before the Equalization Board for 2019.

Commissioner Heiberger reported on the State Juvenile Detention Alternatives Initiative Executive Board meeting where trainings were discussed. South Dakota will be offer six module classes on Reimagining Juvenile Justice; Positive Youth Development classes over six months. Two Minnehaha County Juvenile Detention Center staff have been invited to participate in the training.

Commissioner Heiberger reported on attending a Development Connections Elected Officials Tour organized by the Sioux Falls Development Foundation at Bell Inc. The Commissioners were encouraged to consider attending another one of these tours put on by the foundation.

Commissioner Heiberger reported on attending last week's South Dakota Association of County Commissioners Board of Directors meeting where they discussed topics such as: Senate Bills 189 and 190 regarding the pipeline,

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a new program for reinvestment related to conditional use permits granted to land owners and farmers, the Big Fund requirements for the Highway Department, legislative issues, and competency evaluations timelines.

Commissioner Heiberger reported on meeting with the Family Visitation Center where they discussed the need for more room in the facility and a program change to assist families in their ability to function on their own.

Commissioner Heiberger reported on meeting with the Children's Inn where they discussed funding/budget needs. The funds donated by Denny Sanford are only to be used for building.

Commissioner Heiberger reported on the State Criminal Justice Response to People with Mental Illness meeting where they discussed the importance of the Crisis Intervention Team Trained Officer position.

Commissioner Heiberger reported that there is a Mental Health Court pilot in Pennington County, and a judge has agreed to start one here in Minnehaha County.

Commissioner Heiberger reported that competency restoration in the jails is still being considered and a pilot program may be possible.

Commissioner Heiberger reported that she will be attending next week's Justice & Safety Challenge Convention where the Minnehaha County Human Services Center have been asked to prepare a jail reentry, South Dakota poster which will be displayed at the convention.

Commissioner Karsky reported that a Triage Center Leadership meeting will take place on April 30, 2019, at 12:00 p.m.

Commissioner Karsky reported that he will be taking a tour of the County Detox Facility, and the City of Sioux Falls Annex on May 1, 2019.

Commissioner Bender reported on meeting with the Sheriff's Office on April 29, 2019, to begin the discussion on budgeting.

MOTION by Barth, seconded by Karsky, to recess the Minnehaha County Commission Meeting at 10:51 a.m. 5 ayes.

MOTION by Heiberger, seconded by Karsky, to reconvene the Minnehaha County Commission Meeting at 11:00 a.m. 5 ayes.

MOTION by Barth, seconded by Karsky, to enter into Executive Session pursuant to SDCL 1-25-2 (1), (3) and (4). 5 ayes.

MOTION by Barth, seconded by Beninga, to adjourn. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, May 7, 2019.

APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor