

1/28/2014

THE MINNEHAHA COUNTY COMMISSION CONVENED AT 9:00 A.M. January 28, 2014 pursuant to adjournment on January 21, 2014. Commissioners present were: Barth, Beninga, Heiberger, Kelly, and Pekas. Also present were Cindy Jepsen, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

Chairman Heiberger called the meeting to order.

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

MOTION by Pekas, seconded by Kelly, to approve the January 21, 2014 Commission Minutes. 5 ayes.

VOUCHERS TO BE PAID

MOTION by Beninga, seconded by Barth, to approve the following bills totaling \$539,857.97 and January 2014 salaries. 5 ayes.

A & B Business Equip	Lease-Rental	220.96	Aesoph, Daniel D	Rezoning	275.00
Airway Service Inc	Automotive/Sm	194.75	Airway Service Inc	Gas,Oil,Diese	113.10
Allied Oil & Tire Co	Automotive/Sm	202.43	Allied Oil & Tire Co	Heavy Eq. Rep	33.00
Arena Motel	Motels	795.00	Argus Leader - Adver	Subscriptions	28.21
Audra Malcomb Consul	Physicians	177.31	Avera Health Plans I	Cobra Insuran	523.48
Avera Mckennan Hosp	Physicians	13.37	Avera Medical Group-	Physicians	1,502.25
Avera Radiology	Other Medical	328.90	Avera Specialty Clin	Other Medical	33.01
Barnett-Lewis Funera	Burials	1,000.00	Batteries Plus/Onesk	Automotive/Sm	88.00
Blackburn & Stevens,	Attorney Fees	322.20	Bob Barker Company,	Inmate Suppli	3,790.30
Boyer Trucks Sioux F	Truck Repair/	219.54	Bradfeldt, Becky	Postage	99.90
Brown & Saenger	Furniture & O	1,435.01	BSC Holding Inc	Road Material	31,446.10
Bureau Of Informatio	Detox	6.00	Bureau Of Informatio	Telephone	240.77
Butler Machinery Com	Truck Repair/	1,228.01	Campbell Supply Co I	Automotive/Sm	25.00
Campbell Supply Co I	Bridge Repair	181.95	Campbell Supply Co I	Sign Supply/I	20.97
Canfield Business In	Furniture & O	424.00	Carlson, Lisa	Court Reporte	666.00
Carper, Nichole A	Attorney Fees	1,713.00	CBM Managed Services	Board Of Pris	9,193.92
Century Business Lea	Lease-Rental	202.07	Century Business Pro	Lease-Rental	119.96
Century Business Pro	Maintenance C	155.26	Centurylink (Qwest)	Detox	24.37
Centurylink (Qwest)	Telephone	570.57	Chemco, Inc.	Child Care Fo	484.00
Chemco, Inc.	Janitorial/Ch	398.20	Chesshir, Bryan	Welfare Rent	400.00
Cleveland Heights Ap	Welfare Rent	600.00	Cody, Denise	Bd Exp. Fees	45.00
Cole Papers, Inc.	Janitorial/Ch	99.77	Constellation New En	Natural Gas	22,422.14
Counseling Resources	Attorney Fees	175.00	Dakota Alignment & F	Automotive/Sm	448.25
Dakota News Inc	Program Activ	42.10	Duffy, Ryan	Attorney Fees	1,890.50
Erpenbach, John E	Bd Evaluation	225.00	Erpenbach, John E	Recruitment	750.00
Etterman Enterprises	Small Tools,	183.27	Fanebust, Wayne	Store Invento	175.86
Fastenal Company	Small Tools,	93.56	Fleetpride / Holt, I	Heavy Eq. Rep	154.38
G & H Distributing I	Small Tools,	964.79	Garretson Community	Ambulance Ser	25,000.00
Goebel Printing, Inc	Printing/Form	824.48	Guzman, Sandra V.	Interpreters	200.00
HDR Engineering Inc	Architects &	12,855.64	Heartstarters Llc	Education & T	22.50
Horizon Agency Inc	Expenditures	2,379.00	Hoy Trial Lawyers Pr	Attorney Fees	1,365.26
Hy-Vee Accounts Rece	Program Activ	188.28	I State Truck Center	Truck Repair/	23.24
Interstate Office Pr	Office Suppli	691.26	Intoximeters, Inc.	Testing Suppl	627.75
JCL Solutions-Janito	Janitorial/Ch	161.54	Jefferson Partners L	Transportatio	962.50
Jim Bork Enterprises	Printing/Form	45.75	Johnson, Brett	Education & T	21.00
Johnson, Richard L	Attorney Fees	666.43	Kauffman, David W. P	Psych Evals	3,208.50
Khorooosi, Sam	Attorney Fees	201.60	Lacroix, Heather	Attorney Fees	199.35
Larson, Jeff	Attorney Fees	413.40	Laughlin, Nicole	Attorney Fees	1,792.60
Leaf Inc.	Office Suppli	181.57	Leaf Inc.	Printing/Form	8.20
Lewis & Clark Bhs	Bd Evaluation	1,920.00	Lewno, Lucy	Bd Exp. Fees	451.38
Lincoln County Audit	JDAI Expansio	3,112.50	Luther, Jeff	Medical Direc	2,500.00
Lutheran Social Svcs	Other Profess	9,245.27	Metro Communications	Other Misc	178,688.37
MidAmerica Motoplex,	Automotive/Sm	83.45	MidAmerican Energy C	Natural Gas	567.23
MidAmerican Energy C	Welfare Utili	420.00	Midwest Oil Company,	Small Tools,	590.40
Mikelson, Gary E	Attorney Fees	232.52	Minn Cnty Museum Pet	Building Repa	37.06
Minn Cnty Museum Pet	Program Activ	5.00	Minn Cnty Museum Pet	Store Invento	5.12

1/28/2014

Minnehaha Cnty Econo	Other Miscell	5,000.00	Minnehaha Cnty Histo	Store Invento	54.00
Morse Correctl Healt	Contract Serv	1,257.82	Murillo, Georgina	Interpreters	50.00
Neve's Uniforms	Safety & Resc	119.60	Niedringhaus, Paul	HIDTA Grant	47.00
Nielsen Ogdahl, Erin	Attorney Fees	925.00	Northern Truck Equip	Truck Repair/	7,996.88
Northland Chemical C	Janitorial/Ch	232.09	Nyberg's Ace Hardwar	Exhibit Mater	37.95
Olson, Waltner & Sch	Attorney Fees	7,043.27	Osborn, Roxane R	Court Reporte	1,250.00
Palmer, Barbara	Bd Evaluation	3,060.00	Pennington County Au	Attorney Fees	215.00
Peterson, Anders	Coliseum	2,800.00	Physicians Laborator	Other Medical	14.13
Redwood Estates Llc	Welfare Rent	690.00	Redwood Toxicology L	Program Suppl	1,080.00
Redwood Toxicology L	Testing Suppl	1,080.00	Rosenbauer/Central S	Automotive/Sm	1,315.22
Rural Metro Ambulanc	Transportatio	450.00	Sanford Hosp USD Med	Clinics Aux	12,600.00
Schmuck, Jan	Bd Exp. Fees	41.60	SD Dept Of Transport	Architects &	25,907.82
SD Human Services Ce	Other Profess	1,200.00	SD State Historical	Store Invento	215.78
Sentinel Offenders S	Alternatives	3,120.48	Short Elliott Hendri	Architects &	16,600.00
Sioux Falls Chamber	Business Trav	20.00	Sioux Falls Chamber	Travel - Bart	20.00
Sioux Falls Chamber	Travel - Beni	20.00	Sioux Falls Chamber	Travel - Heib	20.00
Sioux Falls Chamber	Travel - Kell	20.00	Sioux Falls City Fin	Other Miscell	46,298.41
Sioux Falls City Fin	Gas,Oil,Diese	14,259.58	Sioux Falls City Fin	HIDTA Grant	192.84
Sioux Falls Utilitie	Building Repa	204.09	Sioux Falls Utilitie	Electricity	9,359.93
Sioux Falls Utilitie	Water - Sewer	9,287.84	Sisson Printing, Inc	Printing/Form	1,077.50
Solomon, Ghirmay	Interpreters	50.00	Stan Houston Equipme	Bridge Repair	49.35
Stonepoint Propertie	Welfare Rent	360.00	Stoney Creek Townhom	Welfare Rent	1,200.00
Sunshine Foods	Welfare Food	10.80	Swanda, Karen	Bd Exp. Fees	45.00
Szameit, Alexandra	Interpreters	130.55	Taylor Place Llc	Welfare Rent	322.50
Thomson Reuters - We	Books	618.20	Thomson Reuters - We	Legal Researc	374.48
Thorin, Deyanira T	Interpreters	184.15	Tires,Tires,Tires In	Automotive/Sm	19.99
Tires,Tires,Tires In	Gas,Oil,Diese	23.40	Triangle Properties	Welfare Rent	500.00
Ultramax	Ammunition	4,783.00	Variety Foods Llc	Other Profess	218.62
Variety Foods Llc	Other Supplie	-49.88	Volunteers Of Americ	VOA Reception	5,521.10
Wheelco Brake & Supp	Sign Supply/I	49.80	Wheelco Brake & Supp	Truck Repair/	84.26
Wheels Now Inc	Heavy Eq. Rep	667.54	Xcel Energy, Inc.	Electricity	47.40
Xcel Energy, Inc.	Welfare Utili	465.44	Yankton County Sheri	Return Of Ser	50.00
Zimmer, Duncan & Col	Attorney Fees	184.80	Zimmerman, Philip G	Lease-Rental	1,700.00
Commission	Salaries	28,942.40	Auditor	Salaries	39,145.22
Treasurer	Salaries	60,975.15	Info Technology	Salaries	59,524.11
States Attorney	Salaries	184,823.39	Public Defender	Salaries	135,436.97
Public Advocate	Salaries	32,458.80	Facilities	Salaries	56,470.20
Equalization	Salaries	68,240.23	Register Of Deeds	Salaries	40,772.65
Human Resources	Salaries	20,182.84	Sheriff	Salaries	902,999.74
JDC	Salaries	159,980.90	Highway	Salaries	130,641.67
Human Services	Salaries	103,517.70	Museum	Salaries	52,419.51
Planning	Salaries	26,013.81	Extension	Salaries	2,724.80

REPORTS

The Auditor's Account with the County Treasurer as of December 31, 2014 was received and placed on file in the Auditor's Office.

On Deposit in Banks	
Interest-bearing open accounts	12,910,256.20
CD's and savings	15,000,000.00
Cash	17,062.55
Checks/drafts in Treasurer's possession for more than 3 days	9,517.45
Total Cash on Hand	27,936,836.20
Total Reconciled AS/400 Cash Balance	27,936,836.20

PERSONNEL

MOTION by Pekas, seconded by Kelly, to approve the following personnel changes. 5 ayes.

1. To promote Gregory Schmit from Correctional Officer in Training to Correctional Officer (13/1) for

1/28/2014

the 24/7 Program at \$17.03/hour effective 1/17/14.

2. To promote Kurt Schaunaman from Correctional Officer to Corporal (16/4) for the Jail at \$21.27/hour effective 2/1/14.
3. To promote Jeremiah Larson from Correctional Officer to Corporal (16/6) for the Jail at \$22.35/hour effective 2/1/14.
4. To correct the action listed on the January 14th memo which should have reflected a start date of 1/22/14 for Robert Harrison, Investigator for the State's Attorney's Office, instead of 1/21/14.

Step Increases Due

1. Neville Smith – Air Guard Security Officer II – Air Guard – 13/8 to 13/9 – 1/30/14 – \$20.75/hour
2. Travis Stauffacher – Deputy Sheriff – Sheriff's Office – 16/7 to 16/8 – 12/27/13 – \$23.48/hour
3. Daniel Christiansen – Deputy Sheriff – Sheriff's Office – 16/4 to 16/5 – 12/27/13 – \$21.80/hour
4. Jeffrey Barnable – Deputy Sheriff – Sheriff's Office – 16/3 to 16/4 – 12/27/13 – \$21.27/hour
5. Chelsea Kouf – Correctional Officer – Jail – 13/1 to 13/2 – 1/23/14 – \$17.46/hour
6. Kurt Schaunaman – Correctional Officer – Jail – 13/7 to 13/8 – 1/13/14 - \$20.25/hour
7. Timothy Herschberger – Deputy Public Defender – Public Defender's Office – 21/1 to 21/2 – 1/14/14 – \$2,073.60/bi-weekly
8. Megan Glass – Legal Office Assistant – States Attorney's Office – 10/1 to 10/2 – 1/16/14 – \$15.06/hour
9. Janet Eden – Legal Office Assistant – States Attorney's Office – 10/9 to 10/10 – 1/20/14 – \$18.34/hour
10. Kenneth McFarland – Commission Administrative Officer – Commission – 26/6 to 26/7 – 12/27/13 – \$3,844.00/bi-weekly
11. Lloyd Olson – Director of Facilities – Facilities – 24/6 to 24/7 – 12/27/13 – \$3,155.20/bi-weekly

Special Personnel Action Requests

MOTION by Pekas, seconded by Beninga, to hire Jason Reaves, Project Engineer for the Highway Department, (19/11), \$2,345.60 bi-weekly, effective 2/10/14. 5 ayes.

NOTICES

Lynn DeYoung, Emergency Management Director, requested authorization for the Auditor to publish a Notice to Bidders to purchase nineteen (19) Glock Model 22 handguns minus trade-in. Mr. DeYoung stated that the handguns will be used primarily for training by the Police Reserve. MOTION by Pekas, seconded by Barth, to authorize the Auditor to publish Notice to Bidders for nineteen (19) Glock Model 22 handguns minus trade-in, and declare three (3) Glock 9mm pistols and sixteen (16) Glock 40 S & W pistols as surplus for purposes of trade-in. 5 ayes.

1/28/2014

DJ Buthe, Highway Superintendent, requested authorization for the Auditor to publish a Notice to Bidders for the 2014-2015 Annual Highway Materials. Mr. Buthe reported that this year there are two (2) bid schedules for the purchase of asphalt. Bid Schedule A is for the purchase of regular hot mix, and Bid Schedule B combines regular hot mix with recycled asphalt shingles. Vendors may submit bids for only one of the schedules or for both of the schedules; however only one contract will be awarded for all bids received for both schedules. MOTION by Pekas, seconded by Beninga, to authorize the Auditor to publish Notice to Bidders for Minnehaha County Highway Department Annual Materials Letting. 4 ayes. Barth voted nay.

A notice was received from Big Sioux Ducks Unlimited of their intent to conduct a fundraising raffle on February 22, 2014 at the Crooks Community Center.

REPORT

Lynn DeYoung, Emergency Management Director, gave a summary of significant events that volunteers from the Minnehaha County Search and Rescue and Police Reserve participated in during 2013. Mr. DeYoung also presented the 2013 year end Rural Fire Department report. According to information provided by Metro Communications, the thirteen rural fire departments in Minnehaha County responded to 1,903 emergency calls in 2013. Mr. DeYoung also reported on training events held in Minnehaha County for fire fighters and other emergency responders. Tim Even, with the Humboldt Fire and Ambulance Service, presented the 2013 Rural Ambulance report. A total of 1,854 emergency calls were responded to by the six rural ambulance departments in Minnehaha County. Mr. Even also spoke on funding for training and issues associated with the recruitment of new volunteers.

AGREEMENTS

Shannon Schultz, Senior Project Engineer, gave a briefing on an amendment in the amount of \$24,555.93 to the agreement with Ulteig Engineering and the South Dakota Department of Transportation (SDDOT) for the Minnehaha County Sign Replacement Program. The amendment will add the replacement of green street signs to the original contract and bring the contract total amount to \$392,411.11. The cost of the project is 100% covered by the SDDOT. MOTION by Barth, seconded by Pekas, to authorize the Chairman to sign Amendment #1 in the amount of \$24,555.93 to the Agreement with Ulteig Engineering and the SDDOT for the Minnehaha County Sign Replacement Program. 5 ayes.

DJ Buthe, Highway Superintendent, gave a briefing on an agreement with Infrastructure Design Group to acquire 10 feet of additional Right-of-Way on each side of Highway 109 between Highway 114 and Highway 104 (4.5) miles. The acquisition is needed to bring the total Right-of-Way width within this corridor from 80 feet to 100 feet. An overlay for this corridor is planned to be done in 2014. MOTION by Barth, seconded by Pekas, to approve the Professional Services Agreement between Minnehaha County and Infrastructure Design Group billed at an hourly rate not to exceed a total cost of \$54,850. 5 ayes.

Shannon Schultz, Senior Project Engineer, gave a briefing on an agreement with Banner Associates, Inc. for Final Design and Construction Administration for the replacement of bridge Structure #50-143-120. The bridge is located on County Highway 126 approximately two miles northwest of Crooks over Willow Creek. MOTION by Pekas, seconded by Beninga, to approve the Professional Services Agreement with Banner Associates, Inc. for the replacement of Structure #50-143-120, billed at an hourly rate with the total cost not to exceed \$76,100. 5 ayes.

Shannon Ausen, with the City of Sioux Falls Public Works Office, requested support from Minnehaha County for a Programmatic Agreement among the Federal Highway Administration (FHWA) and the South Dakota State Historic Preservation Office (SHPO) regarding the implementation of the proposed Sioux Falls West Corridor Project in Minnehaha and Lincoln Counties. The project extends from I-29 at the south end to I-90 at the north end and is parallel to and 1.5 miles to 2.5 miles west of I-29 for a length of approximately 11.5 miles. The agreement details the process of completing an archeological survey on the property and identifies responsibilities

1/28/2014

for FHWP, SHPO, SD Department of Transportation and the City of Sioux Falls. Minnehaha County, Lincoln County, City of Tea, and the Urbanized Development Commission of the Metropolitan Planning Organization are listed as concurring signatories who support the project. MOTION by Barth, seconded by Pekas, to authorize the Chairman to sign the West Corridor Programmatic Agreement. 5 ayes.

DONATION

Ken McFarland, Commission Administrative Officer reported that the Sioux Falls Youth Hockey Association is in the final year of their lease agreement with the Sioux Empire Fair Association for the ice rink in the Expo Building at the W.H. Lyon Fairgrounds. The lease provides that upon termination, in consideration of the rents, covenants, and agreements that the equipment/assets described in Exhibit A of the lease will transfer to the Sioux Falls Youth Hockey Association. Mr. McFarland stated that commission action is needed to declare those items as surplus and authorize the donation of the items. Vince Jones representing the Sioux Falls Youth Hockey Association was present to answer any questions. MOTION by Beninga, seconded by Barth, to declare as surplus for purposes of donation to the Sioux Falls Youth Hockey Association which is a qualified 501C3 organization, the Zamboni, Zamboni blades and fuel tank; cooling system, compressor racks, pump skid (glycol pumps), condenser system, and all fixtures and equipment related to the cooling system for the ice rink, and plexiglass from the dasher boards. 5 ayes.

AGREEMENT

Ken McFarland, Commission Administration Officer, reported that negotiations for the contract awarded to Armor Correctional Health on January 14, 2014 for inmate health care and detoxification services, have been completed. WestCare is a nonprofit organization that will be sub-contracting with Armor Correctional Health to provide detoxification services. The contract consists of the following four main documents: 1) The Health Care Services Agreement between Armor Correctional Health Services, Inc. and Minnehaha County; 2) Exhibit A, Armor Correctional Health's original proposal, dated Friday December 6, 2013; 3) Exhibit B, Armor Correctional Health's projected budget for both Inmate Health and Residential Detoxification Services for 10 months in 2014, and all of 2015 and 2016; 4) Exhibit C, the Request for Proposals for Comprehensive Institutional Healthcare Services dated October 22, 2013 and issued by Minnehaha County. The initial term of the contract will commence on March 1, 2014 and run thru December 31, 2016. Thereafter, the contract provides for two one year renewals for the 2017 and 2018 contract periods. The anticipated cost for the initial term of the contract is as follows: 10 months in 2014, Jail \$1,997,713 and Detox Center \$364,176; 12 months in 2015, Jail \$2,350,385 and Detox Center \$409,924; 12 months in 2016, Jail \$2,396,631 and Detox Center \$418,123. MOTION by Barth, seconded by Pekas, to authorize the Chairman to sign the contract with Armor Correctional Health for Inmate Health Care and Detoxification Services. Richard Jimenez, Senior Vice President of WestCare, spoke about the partnership between WestCare and Armor Correctional Health. Don Morgan, Director of Program Development for Armor, stated that their job is to make the ideas for inmate health care and detoxification services contained in the request for proposal work. Vote on motion. 5 ayes.

PRECINCT BOUNDARY

Robert Litz, Auditor, gave a briefing on a resolution that would adjust the boundaries of Minnehaha County voting precincts VP-3, VP-5, and VP-15, so they conform to the existing election wards in the City of Brandon. MOTION by Barth, seconded by Kelly, to defer action one week. 5 ayes.

LEGISLATIVE UPDATE

Robert Wilson, Assistant Commission Administrative Officer, gave an update and status report of the 89th Legislative Session on bills that impact Minnehaha County.

LIAISON REPORT

1/28/2014

Commissioner Barth reported that at the January 27, 2014 Planning & Zoning Commission meeting an application for a conditional use permit for a bulk fuel depot in the Brower Addition of Hartford was denied due to the poor condition of the roads making them unable to support the traffic for this type of business.

NEW BUSINESS

Chairman Heiberger reported that the CPI for taxes payable in 2015 is 1.4% which will make next year's budget process extremely challenging.

Chairman Heiberger reported that the Chamber Executive Board met with Governor Daugaard last evening to discuss the Bank Franchise Tax.

MOTION by Barth, seconded by Pekas, to go into executive session for litigation discussion. 5 ayes.

The Commission adjourned until 5:00 p.m. on Tuesday, January 28, 2014.

APPROVED BY THE COMMISSION:

Cindy Heiberger
Chairman

ATTEST:

Cynthia Jepsen
Deputy Auditor