

7/21/2015

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. July 21, 2015, pursuant to adjournment on July 14, 2015. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Kelly. Also present were Cindy Jepsen, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

Chairperson Heiberger called the meeting to order.

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

MOTION by Bender, seconded by Beninga, to approve the July 14, 2015 Commission Minutes. 5 ayes.

#### VOUCHERS TO BE PAID

MOTION by Barth, seconded by Beninga, to approve the following bills totaling \$1,333,988.67. 5 ayes.

A & B Business Equip	Maintenance C	227.69	A To Z World Languag	Interpreters	780.00
Airgas Inc	Lease-Rental	28.85	Airway Service Inc	Automobiles	844.20
Airway Service Inc	Gas,Oil,Diese	74.88	AL Dept Of Public Sa	Copy Fees	5.75
Andersen, Norma	Bd Exp. Fees	30.00	Anderson Publication	Publishing Fe	1,200.71
Arena Motel	Motels	90.00	Argus Leader - Adver	Publishing Fe	1,770.00
Asphalt Surfacing Co	Contr Co	1,016,521.20	Automatic Building C	VOA - Dakotas	127.50
Automatic Security C	Building Repa	216.00	Avera Health Plans	Expenditures	1,860.55
Avera Health Plans I	Cobra Insuran	606.28	Avera McKennan Hospi	Hospitals	626.00
Axtell Investors Llc	Welfare Rent	695.00	Benz, Vergil C	Welfare Rent	600.00
BI Inc	Program Suppl	9,347.20	Bierschbach Equipmen	Bridge Repair	803.30
Boyce, Greenfield,Pa	Other Profess	3,043.90	Brennan Hill Townhou	Welfare Rent	600.00
Brevik Law Office Pr	Attorney Fees	421.56	Bridgewood I Ltd Par	Welfare Rent	600.00
Brown & Saenger	Office Suppli	17.84	Builders Supply Comp	Repair/Renova	275.00
Bureau Of Informatio	Data Communic	420.00	C & J Inc Db	Outside Repai	105.00
C & J Inc Db	Trash Removal	105.00	C & R Supply Inc	Automotive/Sm	54.18
Campbell Supply Co I	Bridge Repair	113.45	Campbell Supply Co I	Sign Supply/I	66.49
Campbell Supply Co I	Small Tools,	329.47	CBM Managed Services	Inmate Suppli	186.34
Cedar Prop Llc Db	Welfare Rent	400.00	Century Business Lea	Lease-Rental	306.61
Century Business Pro	Lease-Rental	257.03	Century Business Pro	Maintenance C	81.40
Centurylink (Qwest)	Contract Serv	13.40	Centurylink (Qwest)	Telephone	3,031.51
Civic Research Insti	Subscriptions	179.95	Cody, Denise	Bd Exp. Fees	126.00
Cole Papers, Inc.	Bldg/Yard Rep	41.12	Cole Papers, Inc.	Janitorial/Ch	144.80
Concrete Materials	Road Maint. &	44,428.62	Construction Product	Bridge Repair	818.30
Country View MHC	Welfare Rent	976.93	Crisp, Mark	Welfare Rent	600.00
DAC Investment Group	Welfare Rent	595.00	Dakota News Inc	Store Invento	243.76
Deans Bulk Svc Inc	Gas,Oil,Diese	335.80	Decastro Law Office,	Attorney Fees	1,278.00
Dedula, Carla F	Court Reporte	114.00	Denherder Law Office	Attorney Fees	540.31
Deutz, Brian	Welfare Rent	475.00	Eekhoff Law Prof Llc	Attorney Fees	450.00
EH Hospitality Llc	Motels	820.00	Emdeon Business Serv	Data Processi	49.00
Enduring Freedom Inv	Welfare Rent	800.00	Evans, Preston	Investigators	314.24
Fastenal Company	Sign Supply/I	89.76	First Premier Bank	Investigators	85.67
Fitts, Rod Db	Welfare Rent	600.00	Fleetpride / Holt, I	Parts Invento	140.90
Fleetpride / Holt, I	Truck Repair/	2,493.48	Friends Of SDPB	Program Activ	900.00
G & R Controls Inc	Heat,Vent & A	917.50	George Boom Funeral	Burials	2,875.00
Giles, Scott	Welfare Rent	650.00	Global Connect	Telephone	30.79
Global Tel Link (Gt	Telephone	10.56	Gourley Properties I	Records Stora	7,020.00
Graham, Robert C	Welfare Rent	500.00	Graybar Electric Com	Repair/Renova	65.12
Great Plains Psychol	Psych Evals	2,872.50	Guzman, Sandra V.	Interpreters	150.00
Harmelink,Fox & Ravn	Attorney Fees	858.00	Heartland Funeral Ho	Burials	1,000.00
Heartland Paper Comp	Janitorial/Ch	115.73	Heartland Paper Comp	Kitchen/Clean	1,355.18
Heimdal, Marie Ann	Court Reporte	129.20	Heritage Apartments	Welfare Rent	40.00
Hobby Lobby Stores I	Program Activ	47.71	Hobby Lobby Stores I	Store Invento	34.12
Hoekstra, Denise A.	Court Reporte	70.00	Horizon Agency Inc	Expenditures	2,418.00
Horn, Garrett	Attorney Fees	422.00	HOV Services Inc	Microfilming	273.00
Hurtgen, Timothy T/P	Welfare Rent	500.00	Hy-Vee & Affiliates	Cobra Insuran	3,829.57
Hy-Vee Accounts Rece	Pharmacies	394.99	IState Truck Center	Truck Repair/	796.34

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Infrastructure Desig	Architects &	27,010.20	Interstate Office Pr	Office Suppli	510.69
Intoximeters, Inc.	Program Suppl	227.75	Intoximeters, Inc.	Testing Suppl	4,790.75
James Law Pc	Attorney Fees	227.25	Jansen, Arnold J	Welfare Rent	600.00
JB-MMAK Llc	Welfare Rent	475.00	JCL Solutions-Janito	Inmate Suppli	1,230.28
JCL Solutions-Janito	Kitchen/Clean	376.11	Jefferson Partners L	Transportatio	642.50
Johnson, Katie Pllc	Attorney Fees	306.00	Johnson, Richard L	Attorney Fees	412.50
Jones, Kristi	Business Trav	477.67	Kamrath, Lyndee	Business Trav	236.46
Kauffman, David W. P	Psych Evals	6,800.50	Kittelton, Joan M	Bd Exp. Fees	75.00
Kone, Inc.	Maintenance C	820.98	Kone, Inc.	Other Profess	57.16
Kone, Inc.	Outside Repai	9,280.80	Larson, Jeff	Attorney Fees	2,367.00
Laughlin, Nicole	Attorney Fees	696.00	Leaf Inc.	Office Suppli	129.80
Lewis & Clark Bhs	Bd Evaluation	4,480.00	Lewis Drug Stores	Pharmacies	3,492.87
Lewno, Lucy	Bd Exp. Fees	1,760.64	Loving, Philip	Bd Evaluation	4,173.37
Mac's, Inc.	Heavy Eq. Rep	49.90	Mailway Printers	Publishing Fe	180.64
Meile-Rasmussen, Jac	Business Trav	42.92	Microfilm Imaging Sy	Contract Serv	6,377.40
MidContinent Communi	Telephone	55.00	Minndev Llc	Welfare Rent	600.00
Morris, Keith & Ruth	Welfare Rent	1,350.00	Murray Properties, L	Welfare Rent	1,050.00
Myers Billion Llp	Bd Exp. Fees	433.50	Narem, Inc	Automotive/Sm	7.74
Narem, Inc	Truck Repair/	24.20	National Music Museu	Memberships	25.00
Nebraska State Histo	Program Activ	321.00	Nguyen, Lam	Interpreters	25.00
Northern Heights Dev	Welfare Rent	700.00	Nyberg's Ace Hardwar	Jail Repairs/	46.88
Nyberg's Ace Hardwar	Motor/Machine	-29.93	O'Reilly/First Call	Automotive/Sm	42.52
PCS Mbl/Portable Com	New World Cos	778.80	PCS Mbl/Portable Com	Other Profess	2,725.80
Pearson, Julie	Business Trav	1,653.48	Pennington County Ja	Extradition &	6,735.55
Peters Distributing	Contract Serv	105.00	Peters Distributing	Safety & Resc	177.55
Pharmchem Inc	Testing Suppl	350.00	Pollard Law Pc	Attorney Fees	253.50
Professional Wireles	Communication	18.00	Qualified Presort Se	Museum Report	537.13
Qualified Presort Se	Postage	3,432.68	Record Keepers, Inc.	Records Stora	2,399.27
Rehfuss, Cathy A	Bd Exp. Fees	52.50	Reker, Vicki	Business Trav	51.28
Relm Partners, Llc	Welfare Rent	500.00	Ridgeview Apts Ltd P	Welfare Rent	600.00
River Tower Apartmen	Welfare Rent	1,200.00	Riverview Park Ltd	Welfare Rent	286.00
Rosenbauer/Central S	Communication	1,017.46	Sackmann, Sara	Education & T	40.00
Salberg, Aaron	Attorney Fees	1,057.50	Sanford Health Plan	Expenditures	2,596.00
Sanford Hospital Med	Medical Recor	74.50	Schaaf, Susan	Welfare Rent	1,500.00
Schaefer, Dean	Court Reporte	1,632.00	Schneider Electric U	Safety & Resc	3,494.00
SD Assn Of County Of	Amounts Held	6,380.00	SD Attorney General	Amts Held-Dai	7,513.00
SD Dept Of Public Sa	Other Miscell	110.00	SD Dept Of Revenue	Blood/Chemica	770.00
SD Dept Of Revenue	Other Misc. R	39.75	SD Dept Of Revenue	Store Sales	198.17
SD One Call	Building Repa	5.25	Senior Citizens Svcs	Advertising	54.00
SF Leased Hsg Author	Welfare Rent	148.00	Shi International Co	Other Profess	561.45
Sioux Falls Rubber S	Office Suppli	33.00	Sioux Falls Utilitie	Water - Sewer	1,951.44
Sioux Falls Utilitie	Welfare Utili	99.23	Skorzewski, Jena	Court Reporte	220.40
Smyrak, Jeffrey	Attorney Fees	1,000.00	Snoozy, Scott	Welfare Rent	600.00
Southeastern Behavio	Crisis Interv	42,367.00	Spring Hill Ltd Ptnr	Welfare Rent	502.00
Srstka, Erin	Business Trav	79.18	St Francis House	Other Profess	33.30
Stan Houston Equipme	Bridge Repair	34.00	Stoney Creek Townhom	Welfare Rent	600.00
Sunshine Foods	Welfare Food	17.99	Swanda, Karen	Bd Exp. Fees	148.50
Szameit, Alexandra	Interpreters	395.83	Tally Ho Apartments	Welfare Rent	600.00
Taylor Place Llc	Welfare Rent	1,085.00	Test Point Paramedic	Blood Withdra	630.00
Thomson Reuters - We	Legal Researc	1,702.81	Thomson Reuters - We	Subscriptions	33.50
Thorin, Deyanira T	Interpreters	50.00	Titan Machinery	Automotive/Sm	259.79
Traffic Data Inc Db	Other Profess	480.00	Tri-State Garage Doo	Building Repa	165.30
Turner County Sherif	Return Of Ser	17.74	Variety Foods Llc	Other Profess	398.09
Verizon Wireless	Data Processi	1,172.27	Verizon Wireless	HIDTA Grant	94.01
Verizon Wireless	Safety & Resc	163.61	Verizon Wireless	Telephone	5,173.48
Vik, Darrell	Program Activ	600.00	Wal-Mart Pharmacy	Pharmacies	385.16
Wal-Mart Pharmacy	Pharmacies	245.15	Waltner, Kolbeck, Sc	Attorney Fees	1,464.63
Waste Management Of	Trash Removal	402.73	Weerheim, Tom	Attorney Fees	414.00
West Pointe Townhous	Welfare Rent	600.00	West Twelfth Propert	Welfare Rent	500.00
Western Commercial P	Printing/Form	140.00	Wheelco Brake & Supp	Truck Repair/	354.08
White Mountain Puzzl	Store Invento	111.32	Wilson, Shirley Ann	Welfare Rent	450.00
Xcel Energy, Inc.	Electricity	910.73	Xcel Energy, Inc.	H.S. Donation	566.43
Xcel Energy, Inc.	Road Maint. &	27.75	Xcel Energy, Inc.	Welfare Utili	2,331.71
Yan, Shicai	Interpreters	50.00	Yankton County Sheri	Return Of Ser	350.00
Zee Medical Service	Office Suppli	71.60			

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## REPORTS

The Register of Deeds Monthly Report of Fees Collected in June, 2015 was received and placed on file in the Auditor's Office.

## PERSONNEL

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

1. To hire Tanner Vlaminck as temporary, part-time Juvenile Correctional Worker (9/2) for the Juvenile Detention Center at \$14.33/hour effective 7/22/15.
2. To hire Michael Jones as temporary, part-time Safe Home Program Worker (9/2) for the Safe Home at \$14.33/hour effective 7/22/15.
3. To accept the resignation of Christopher Sadler as Legal Office Assistant for the Public Defender's Office effective 7/24/15.
4. To accept the resignation of Amanda Lind as Correctional Officer in Training for the Jail effective 7/12/15.
5. To promote William Bell from Correctional Officer in Training to Correctional Officer (13/2) for the Jail at \$17.46/hour effective 6/9/15.

## Step Increases Due

1. Bradley Thomas – Appraiser – Equalization – 15/12 to 15/13 – 7/10/15 – \$25.29/hour
2. Brian Moncur – Senior Building Facilities Maintenance Technician – Facilities – 16/13 to 16/14 – 7/7/15 – \$27.23/hour
3. Adam Eggers – Correctional Officer – Jail – 13/2 to 13/3 – 6/8/15 – \$17.90/hour
4. Craig Butler – Deputy Sheriff – Sheriff's Office – 16/12 to 16/13 – 6/20/15 – \$26.57/hour
5. Lance Mattson – Certified Civil Process Server – Sheriff's Office – 13/4 to 13/5 – 6/16/15 – \$18.80/hour
6. Deborah O'Donnell – Administrative Clerk – Human Services – 9/9 to 9/10 – 7/6/15 – \$17.46/hour
7. Janel Ingalls – Juvenile Correctional Officer II – Juvenile Detention Center – 14/16 to 14/17 – 6/27/15 – \$26.57/hour
8. Brian Vandenhul – Juvenile Correctional Officer I – Juvenile Detention Center – 12/8 to 12/9 – 7/16/15 – \$19.75/hour
9. Benjamin Finley – Juvenile Correctional Officer I – Juvenile Detention Center – 12/5 to 12/6 – 7/16/15 – \$18.34/hour

## NOTICES

A notice was received from Valley Springs Township of the following new speed limit postings:

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- 1) 35 mph on 485<sup>th</sup> Avenue between ½ mile south of 263<sup>rd</sup> St. & 485<sup>th</sup> Avenue.
- 2) 45 mph on 264<sup>th</sup> Street between 484<sup>th</sup> Avenue & 485<sup>th</sup> Avenue.
- 3) 35 mph on 265<sup>th</sup> Street between 486<sup>th</sup> Avenue & 487<sup>th</sup> Avenue.
- 4) 35 mph on 267<sup>th</sup> Street between ½ mile east of 487<sup>th</sup> Avenue & 488<sup>th</sup> Avenue.
- 5) 20 mph on 263<sup>rd</sup> Street between Dunham Street & ¼ mile west of 488<sup>th</sup> Avenue.

A notice was received from Wilde Prairie Winery of their intent to conduct a fundraising raffle to support the Annual Fall Festival of Artists on September 11<sup>th</sup> and 12<sup>th</sup>, 2015.

#### LIEN COMPROMISE

Deferred from July 14, 2015.

Commissioner Barth gave a briefing on a request for a compromise of lien for DPNO 60818 in the amount of \$2,310.00. The lien is for Public Defender services and Human Services Assistance. On July 7, 2015, the Commission denied the applicant a request to compromise and release the lien in full with no payment. The applicant was encouraged to continue making payments on the lien. The applicant resubmitted his application and requested a compromise and release of the lien in full upon payment of \$425.00. On July 14, 2015 the commission deferred action on the second request. Commissioner Barth encouraged the applicant to continue to make payments. The applicant was not present. MOTION by Barth, seconded by Kelly, to deny the request for compromise of lien for DPNO 60818. 5 ayes.

#### PUBLIC COMMENT

Connie Mogen, 916 S. Grandview Ave., Sioux Falls, commented on the need for more parking space at the County Administration Building.

MOTION by Barth, seconded by Bender, to adjourn as the Minnehaha County Commission to convene in joint meeting with the Dell Rapids City Council, with intent to reconvene as the Minnehaha County Commission alone for the rest of its regular agenda after adjournment of the joint meeting. 5 ayes.

The Minnehaha County Commission reconvened.

#### BRIEFINGS

Keith Damon, PPM, Project Manager, and Ryan Doil, MBA, Lead Business Analyst with Berry Dunn reported on the work that was performed in reviewing the county's current software systems and developing a Needs Assessment Report, which was presented to the Commission in April 2015. Mr. Damon and Mr. Doil gave a briefing on an action plan for the procurement and implementation of updating the County's software packages. A recommendation was made that the County plan for and initiate the procurement phase by identifying a dedicated project team, coordinate and conduct pre-RFP vendor demonstrations, and define functional and technical requirements. It was recommended the County engage an independent consultant to help facilitate the procurement process. Also recommended was for the County to begin to identify possible funding sources, with the understanding the procurement phase may be up to 10 months in duration. Software budget estimates for one-time costs range between \$1.3 million and \$2.3 million, and estimates for recurring costs range between \$69,393 and \$182,291.

DJ Buthe, Highway Superintendent, reported that in 2014 the Minnehaha County Highway Department began development of a Pavement Management System. The pavement management consulting firm, Infrastructure Management Systems (IMS), worked on the establishment and implementation of the system. The county road network was surveyed and the data was implemented into the system software. Zac Thomason with IMS, presented a summary of the report developed by the Pavement Management System. The report contains information on road conditions in the county and provides annual funding estimates for maintenance and rehabilitation.

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#### BID AWARD

Kristin Trana, Administrative Coordinator for the Sheriff's Office, reported on the July 1, 2015 bid opening for eight (8) ballistic vests for Deputy Sheriffs. The following four bids were received: Aspetto, Inc., \$5,984.00; Ray O'Herron Co., Inc., \$6,080.00; Neve's Uniforms & Equipment, \$6,304.00; Ed Roehr Safety Products Co., \$6,320.00. The low bidder, Aspetto, Inc., did not meet bid specifications. Kersten Kappmeyer, Chief Civil Deputy State's Attorney stated that accepting the low bid from Aspetto, Inc. would violate their distributor contract. Ms. Trana recommended awarding the bid to the second lowest bidder, Ray O'Herron Co., Inc. MOTION by Kelly, seconded by Bender, to award the bid for eight (8) ballistic vests for Deputy Sheriffs to Ray O'Herron Co., Inc. in the amount of \$6,080.00. 5 ayes.

#### BUDGET

On the request of Kristin Trana, Administrative Coordinator for the Sheriff's Office, MOTION by Beninga, seconded by Barth, to authorize a supplement of \$25,000 from the General Fund to the Sheriff's Office Budget ASN 16596, representing an insurance payment for a patrol vehicle crash. 5 ayes.

#### VEHICLE PURCHASE

Kristin Trana, Administrative Coordinator for the Sheriff's Office, requested authorization to purchase one (1) 2016 Ford Police Utility Interceptor from the 2015 City of Sioux Falls Bid #16-0006. The contract holder is Sioux Falls Ford. The bid is for a 2015 model year which Ford has stopped production on. Sioux Falls Ford has agreed to honor the contract pricing for the 2016 models. The vehicle purchased would replace one that was totaled in a crash. MOTION by Barth, seconded by Beninga, to authorize the purchase of one (1) 2016 Ford Police Utility Interceptor from Sioux Falls Ford off of the contract competitively bid and awarded by the City of Sioux Falls, Bid #16-0006, at a total cost of \$27,245. 5 ayes.

#### LIAISON REPORTS

Commissioners Heiberger and Bender reported on attending the National Association of Counties convention.

#### NEW BUSINESS

Scott Anderson, Planning & Zoning Director reported on changes FEMA is proposing to make to the flood plain map. The changes will affect approximately 100 properties. FEMA will be presenting the changes to the Minnehaha County Commission and the City of Sioux Falls at a joint meeting on Tuesday July 28, 2015 at 5:00 p.m. at Carnegie Town Hall. FEMA will also be holding a public open house at the downtown library at 7:00 p.m. on July 28, 2015, where they will receive public comments. The City of Sioux Falls will hold their own public open house for affected property owners within the City of Sioux Falls on Wednesday, July 29, 2015.

Kyle Helseth, Director of Equalization, reported that there will be no increase in Ag Land values this year.

MOTION by Barth, seconded by Kelly, to adjourn into executive session for pending litigation. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday July 28, 2015.

APPROVED BY THE COMMISSION:

Cindy Heiberger

Chairperson

ATTEST:

Cynthia Jepsen

Deputy Auditor