

2/02/2016

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. February 2, 2016, pursuant to adjournment on January 26, 2016. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Kelly. Also present were Cindy Jepsen, Commission Recorder, and Sara Show, Senior Deputy State's Attorney.

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

MINUTES APPROVAL

MOTION by Barth, seconded by Bender, to approve the January 26, 2016, Commission Minutes. 5 ayes.

VOUCHERS TO BE PAID

MOTION by Barth, seconded by Bender, to approve the following bills totaling \$455,997.38. 5 ayes.

A To Z World Language Interpreters	740.00	Airgas Inc	Small Tools,	12.65
Allied Oil & Tire Co Automotive/Sm	699.20	Allied Oil & Tire Co	Truck Repair/	-80.00
Andersen, Norma Bd Exp. Fees	30.00	Arena Motel	Motels	750.00
Avera McKennan Hospi Hospitals	3,398.38	Avera McKennan Hospi	Physicians	1,507.82
Avera Specialty Clin Physicians	130.27	Benz, Vergil C	Welfare Rent	675.00
Boyer Trucks Sioux F Truck Repair/	999.08	Brazil, Colleen	Expert Witnes	700.00
Brende, Schroeder & Attorney Fees	2,988.90	Brennan Hill Townhou	Welfare Rent	700.00
Brown & Saenger Office Suppli	7,041.61	Brown & Saenger	Printing/Form	114.84
Bureau Of Informatio Telephone	240.00	Buthe, DJ	Business Trav	139.00
Butler Machinery Com Heavy Eq. Rep	44.49	Butler Machinery Com	Truck Repair/	94.26
Byre, Jonn E Welfare Rent	600.00	Campbell, Vicki	Welfare Rent	500.00
Carlson, Lisa Court Reporte	70.00	Center For Family Me	Other Profess	3,300.00
Century Business Pro Lease-Rental	1,332.40	Century Business Pro	Maintenance C	883.42
Centurylink (Qwest) Contract Serv	13.41	Centurylink (Qwest)	Data Communic	1,241.49
Centurylink (Qwest) Telephone	1,966.18	Certified Languages	Interpreters	26.40
Christopherson, Ande Attorney Fees	1,196.00	Cole Papers, Inc.	HHS Maintenanc	544.42
Cole Papers, Inc. Janitorial/Ch	2,414.93	Cole Papers, Inc.	Small Tools,	612.40
Constellation New En Natural Gas	11,809.51	Contreras Anaya, Oli	Welfare Rent	485.00
Country View MHC Welfare Rent	382.07	Crooks Fire Dept	Education & T	223.31
Dakota Fluid Power, Small Tools,	192.53	Dakota Fluid Power,	Truck Repair/	70.34
Danko Emergency Equi Other Repairs	281.00	Decisionone Corporat	Maintenance C	168.52
Dedula, Carla F Court Reporte	119.60	Deer Hollow Ltd Ptnr	Welfare Rent	936.00
Dial, Charles Welfare Rent	1,200.00	DLRS Properties, Inc	Welfare Rent	500.00
Dover, Sena S Bd Evaluation	1,837.50	Ed Roehr Safety Prod	Safety & Resc	40,307.90
EH Hospitality Llc Motels	280.00	Eirinberg, James A	Child Defense	3,647.41
Elite Business Syste Maintenance C	4,300.69	Empire Plastics	Program Activ	716.00
Erpenbach, John E Recruitment	225.00	Fastenal Company	Small Tools,	486.95
Fitts, Rod DbA Rod Welfare Rent	500.00	Fleetpride / Holt, I	Truck Repair/	274.23
Fremont Industries, Heat,Vent & A	20,779.43	Gaylord Bros Inc	Program Activ	181.35
Global Connect Telephone	46.22	Graybar Electric Com	Electrical Re	4,545.00
Great Plains Psychol Psych Evals	2,575.00	Greentree Psychologi	Court Reporte	382.50
Hanson Logowear Uniform Allow	759.08	Harmelink,Fox & Ravn	Attorney Fees	308.50
Heimdal, Marie Ann Court Reporte	251.20	Heirigs, Mary Ellen	Bd Exp. Fees	304.00
Heritage Apartments Welfare Rent	309.00	High Point Networks	Data Processi	744.45
High Point Networks Maintenance C	5,964.00	Hoekstra, Denise A.	Court Reporte	1,197.00
Holiday Credit Offic Automotive/Sm	12.27	Holiday Credit Offic	Gas,Oil,Diese	94.91
Horn, Garrett Attorney Fees	351.00	Hurtgen, Timothy T/P	Welfare Rent	1,510.00
Hy-Vee Accounts Rece Pharmacies	208.12	I State Truck Center	Parts Invento	8.66
Interstate All Batte Automotive/Sm	103.95	Interstate Office Pr	Office Suppli	1,295.63
ISI Llc Interpreters	420.00	JCL Solutions-Janito	Janitorial/Ch	37.24
JE Llc Welfare Rent	350.00	Johnson, Clara	Bd Exp. Fees	368.00
Katterhagen, Mark Bd Exp. Fees	15.00	Kauffman, David W. P	Psych Evals	6,282.00
Kennedy, Pier, Knoff Attorney Fees	350.00	Kim, Jennifer	Welfare Rent	1,190.00
Koch, John DbA Welfare Rent	600.00	Lacroix, Heather	Attorney Fees	208.44
Larson, Jeff Attorney Fees	1,278.00	Laughlin, Nicole	Child Defense	558.21
Lewno, Lucy Attorney Fees	150.49	Lewno, Lucy	Bd Exp. Fees	739.96
Life's Great Moments Education & T	1,695.00	Lutheran Social Svcs	Alternatives	3,500.86

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Majestic View Apartm	Welfare Rent	1,150.00	Malloy Electric Bear	VOA - Dakotas	89.89
Menards - West	Program Activ	247.89	Metro Communications	Attorney Fees	30.00
Metro Communications	Other Misc	167,150.34	MidAmerican Energy C	Natural Gas	618.00
Miller Funeral Home,	Burials	2,000.00	Mills & Miller Inc	Road Material	4,973.73
Minnehaha Cnty Histo	Store Invento	102.40	Mobile Electronic Se	Communication	55.00
Narem, Inc	Parts Invento	62.60	Nielsen Ogdahl, Erin	Attorney Fees	700.00
Niewenhuis, Robyn	Expert Witnes	675.00	Norberg Paints Inc	Program Activ	400.08
North Central Heart	Physicians	85.61	Northeast Investment	Welfare Rent	1,310.00
Northern Heights Dev	Welfare Rent	1,400.00	Oconnor Company	Coliseum Main	269.93
Oconnor Company	Correction Ct	114.59	Oconnor Company	Heat,Vent & A	8,339.73
Oconnor Company	HHS Maintenan	281.20	Oconnor Company	Jail Repairs/	887.38
Oconnor Company	VOA - Dakotas	138.65	Olson Painting/Reise	Building Repa	1,479.00
Paramedics Plus-Siou	Transportatio	1,200.00	Pfeifer Implement Co	Heavy Eq. Rep	1,019.97
Pheasantland Industr	Printing/Form	135.47	Pollard Law Pc	Attorney Fees	185.75
Pyn Llc	Welfare Rent	530.00	Qualified Presort Se	Museum Report	532.72
Qualified Presort Se	Postage	47.88	Raak Properties Llc	Welfare Rent	500.00
Reaves, Jason	Business Trav	87.00	Roach, Marty J	Uniform Allow	119.97
Rochester Armored Ca	Armored Car S	379.50	Roeller Proerties Ll	Truck Repair/	950.00
Safe Home Ltd Ptnrsh	Notes Rec (SF	-2,380.26	Safe Home Ltd Ptnrsh	Other Misc. R	-1,213.83
Safe Home Ltd Ptnrsh	Rent Subsidie	10,914.00	Salberg, Aaron	Attorney Fees	678.20
Sam's Club - Members	Child Care It	147.61	Sam's Club - Members	Office Suppli	28.92
Sam's Club - Members	Other Profess	1,487.50	Sam's Club - Members	Supplemental	92.85
Sanford Hospital	Blood Withdra	40.00	Sanford Occupational	Expenditures	318.01
Sanford Occupational	Other Profess	108.60	Sanford Occupational	Professional	417.15
Schultz, Shannon	Telephone	24.46	SD Div Of Criminal I	Professional	216.25
SD Human Services Ce	Clinics - Aux	22.80	SD Safety Council	Professional	400.00
SD State Fire Marsha	Maintenance C	60.00	SDAAO-SD Assoc Of As	Memberships	715.00
SACHS	Memberships	725.00	Servall Towel & Line	Janitorial/Ch	16.25
Servall Towel & Line	Program Activ	311.11	SF Leased Hsg Author	Welfare Rent	300.00
SF Specialty Hospita	Recruitment	48.00	Sioux Equipment Co I	Gas,Oil,Diese	171.52
Sioux Falls City Fin	Blood/Chemica	5,565.00	Sioux Falls Housing	H.S. Donation	275.50
Sioux Falls Two Way	Communication	70.49	Sioux Falls Utilitie	Water - Sewer	9,578.95
Sioux Falls Utilitie	Welfare Utili	161.95	Sioux Valley Energy	Welfare Utili	181.86
Sisson Printing, Inc	Office Suppli	116.30	Solarwinds.Net Inc	Maintenance C	1,289.00
St Francis House	Welfare Rent	363.00	Sturdevant's Auto Pa	Automotive/Sm	231.46
Suretest Inc	Professional	385.00	Swanda, Karen	Bd Exp. Fees	15.00
Swanda, Karen	Court Reporte	15.00	Szameit, Alexandra	Interpreters	175.00
Test Point Paramedic	Blood Withdra	120.00	Thomson Reuters - We	Books	229.24
Thorin, Deyanira T	Interpreters	50.00	Tomacelli's Pizza	Jury Fees	112.19
Tri-State Emergency	Memberships	20.00	Turning Leaf Llc	Welfare Rent	607.00
Tyler Technologies I	New World Cos	1,000.00	Variety Foods Llc	Other Profess	238.48
VB Falls Park Apts	Welfare Rent	500.00	VB Falls Terrace Apt	Welfare Rent	505.00
Waltner,Kolbeck,Scha	Attorney Fees	1,496.15	Weerheim, Tom	Attorney Fees	963.00
Weiland & Assoc Inc	Jury Fees	186.42	Willow Partners Llc	Welfare Rent	400.00
Woodall, Kristin A	Court Reporte	846.60	Xcel Energy, Inc.	Electricity	51,320.29
Xcel Energy, Inc.	Welfare Utili	498.25	Yankton County Treas	Attorney Fees	2,188.25
Zawadzki, Joshua	Other Misc. R	150.00			

PERSONNEL

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

1. To hire Lori Montis as Assistant Director of Human Services (21/6) for Human Services at \$2,288.80/bi-weekly effective 2/8/16.
2. To hire Mark Hodges as Deputy State's Attorney (21/7) for the State's Attorney's Office at \$2,345.60/bi-weekly effective 2/8/16.

Step Increases

1. Timothy Herschberger – Senior Deputy Public Defender – Public Defender's Office – 22/5 – 1/14/16 -

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\$2,464.80/bi-weekly

2. Patricia Hughes – Corrections System Operator – Jail – 9/18 – 1/12/16 - \$21.27/hour
3. Michael Larson and Jessica Sprecher – Correctional Officers – Jail – 13/4 – 1/27/16 - \$18.34/hour
4. Scott Dubbe – Deputy Sheriff – Sheriff’s Office – 16/11 – 12/27/15 - \$25.29/hour
5. Keith Wynia – Air Guard Supervisor – Air Guard – 16/14 – 1/19/16 - \$27.23/hour
6. Corrie Alexander – Air Guard Security Officer II – Air Guard – 13/6 – 1/23/16 - \$19.27/hour
7. Neville Smith – Air Guard Security Officer II – Air Guard – 13/13 – 1/30/16 - \$22.91/hour
8. Robert Harrison – Investigator – State’s Attorney’s Office – 16/7 – 1/22/16 - \$22.91/hour
9. Janet Eden – Office Manager – State’s Attorney’s Office – 14/8 – 1/21/16 - \$21.27/hour
10. Lacey Benson – Legal Office Assistant – State’s Attorney’s Office – 10/6 – 1/26/16 - \$16.62/hour
11. Jerome Krumm – Bridge Maintenance Team Member – Highway – 12/7 – 1/22/16 - \$18.80/hour
12. James Hawkins – Maintenance Supervisor – Juvenile Detention Center – 16/17 – 12/27/15 - \$29.32/hour

Special Personnel Actions

1. To recognize the following significant employee anniversaries for February 2016: 5 years – Kersten Kappmeyer and Jared Terrones; 15 years – Kristi Osterloo.
2. To record volunteers in County Departments for January 2016. The list is on file at Human Resources.

ABATEMENTS

MOTION by Barth, seconded by Kelly, to approve the following abatements of 2015 property taxes: RDID 11731, \$856.22, representing a house and garage razed on 5/20/15; RDID 12648, \$64.12, representing a house razed on 5/13/15; RDID 13244, \$457.13, representing a house razed on 7/20/15; RDID 14134, \$1,333.13, representing a house razed on 8/20/15; RDID 58737, \$633.78, representing a house destroyed by wind on 6/22/15; RDID 87011, \$214.46, representing owner-occupied status being applied. 5 ayes.

NOTICES

MOTION by Beninga, seconded by Kelly, to authorize the Auditor to publish a notice to bidders for Project MC130-139MS-16, the annual microsurfacing contract. 5 ayes.

MOTION by Kelly, seconded by Barth, to authorize the Auditor to publish a notice to bidders for 2016-2017 Annual Highway Materials. 5 ayes.

LIEN COMPROMISE

Robert Wilson, Assistant Commission Administrative Officer, gave an update on a request for compromise of lien for DPNO 87578. On January 26, 2016, the Commission deferred action on this request to allow time to research what the court appointed attorney services were for. It was determined the court appointed

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attorney services were provided to the applicant's juvenile son on a criminal matter. The applicant has made payments in the amount of \$130.00 bringing the lien to its current balance \$131.00. The applicant states he cannot afford to pay the remaining amount and requests a compromise and release of the lien in full with no additional payments. The applicant was encouraged to continue making payments. MOTION by Kelly, seconded by Bender, to deny the request for compromise of lien. 5 ayes.

Robert Wilson, Assistant Commission Administrative Officer, gave a briefing on a request for compromise of lien for DPNO 72464. The lien is for Public Defender services provided between 2010 and 2015. A total of \$200 has been paid on the account bringing it to a current balance of \$1,437.40. The applicant states he recently started a new job and doesn't have the funds to pay the lien amount. He lists assets of \$400 that include cash, a checking account and household goods. His liabilities include credit card balances and debts owed to other lenders that total \$10,700. His 2014 income tax return shows an annual income of \$16,966. The applicant is requesting a compromise and release of the lien with no further payments. The applicant was encouraged to make payments. MOTION by Barth, seconded by Kelly, to deny the request for compromise of lien. 5 ayes.

RESOLUTION

Commissioner Barth proposed a resolution designating Minnehaha County Highway 125 as the "Jim Zweep Memorial Highway". Carol Twedt, former County Commissioner, and Ken McFarland, former Commission Administrative Officer, 5808 W. 37th St., Sioux Falls, spoke on Mr. Zweep's influence and contributions during the time he served as a County Commissioner. Commissioners Heiberger, Kelly, and Beninga, commented on Mr. Zweep's dedication and contributions to Minnehaha County. MOTION by Barth, seconded by Kelly, to approve Resolution MC16-4. 5 ayes.

RESOLUTION MC16-4

A RESOLUTION TO DESIGNATE MINNEHAHA COUNTY HIGHWAY 125 AS THE "JIM ZWEEP MEMORIAL HIGHWAY"

WHEREAS, James (Jim) E. Zweep enjoyed serving as a Minnehaha County Commissioner from 1986 to 2006; and

WHEREAS, Commissioner Zweep advocated relentlessly for improving the Minnehaha County Highway System; and

WHEREAS, under Commissioner Zweep's leadership, Minnehaha County hard-surfaced all through roadways within its jurisdiction, a feat claimed by no other county in the State; and

WHEREAS, the Minnehaha County Board of Commissioners wishes to commemorate Commissioner Zweep's dedication and service to the County.

NOW, THEREFORE, BE IT RESOLVED by the Minnehaha County Board of Commissioners, that Minnehaha County Highway 125 is hereby designated the "Jim Zweep Memorial Highway"; and

BE IT FURTHER RESOLVED, that the Minnehaha County Highway Department is directed to erect suitable signs designating Minnehaha County Highway 125 as the "Jim Zweep Memorial Highway"; and

BE IT FURTHER RESOLVED, that the erection of such signs shall be within the guidelines prescribed by the Manual on Uniform Traffic Control Devices; and

BE IT FURTHER RESOLVED, that the appellation "Jim Zweep Memorial Highway" provided for in this resolution is for honorary purposes only and nothing contained herein shall be construed as requiring the

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alteration of any address, or the governmental system for assigning addresses, in any county, municipality or other governmental entity affected by this resolution; and

BE IT FURTHER RESOLVED, that nothing contained in this resolution shall be construed as requiring the alteration of any previously named segment or segments of any highway described in this resolution as the "Jim Zweep Memorial Highway".

Dated this 2nd day of February, 2016.

APPROVED BY THE COMMISSION:
Cindy Heiberger, Commission Chairman

ATTEST:
Cynthia Jepsen
Deputy Auditor

POLICY

DJ Buthe, Highway Superintendent, gave a briefing on proposed updates to Section V, County Purchasing, of the Minnehaha County Policies and Procedures Manual. The Highway Department is proposing a provision that would allow for a more streamlined method to manage Highway construction projects that are approved as part of the long range planning and annual budget process. The proposed provisions are in line with current state purchasing statutes and federal project streamlining standards. The Highway Department will provide updates to the Commission on the status of open projects on a monthly basis. Commissioner Beninga stated he would like more time to review the proposed updates and asked if the State's Attorney's Office has reviewed them for compliance with SDCL. Carol Muller, Commission Administrative Officer, reported that Kersten Kappmeyer, Chief Civil Deputy State's Attorney, has reviewed the proposed highway policies and procedures, and he has no legal concerns as they comply with state purchasing and contract statutes. MOTION by Barth, seconded by Bender, to defer action on this item to the February 9, 2016 commission meeting. 5 ayes.

LEGISLATIVE UPDATE

Robert Wilson, Assistant Commission Administrative Officer, gave an update and status report of the 2016 Legislative Session on bills that impact Minnehaha County.

LIAISON REPORTS

Commissioner Barth reported that he attended a play at the Pettigrew Museum, and it was a blast. Tickets are sold out for this play, but he recommends people attend future performances.

NEW BUSINESS

Lynn DeYoung, Emergency Management Director, reported the area is under a blizzard warning until tomorrow at 4 a.m., and the Sheriff's Department and Highway Department are ready to respond. Mr. DeYoung encouraged everyone to be safe and have a winter survival kit if they have to travel.

Scott Anderson, Planning and Zoning Director, commented on the Planning Department's 2015 year-end report. Mr. Anderson reported there were 615 building permits issued which is up about 35% to 40 % over the previous year. This increase resulted in exceeding their budget revenue by \$92,000. The population projection for Minnehaha County on January 1, 2016 is 181,164 people. Mr. Anderson stated this information has been posted on the website to be utilized by other departments for various purposes.

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Commissioner Barth reported that at the last Planning Commission meeting they elected Mike Cypher as the new Chairperson.

Kyle Helseth, Director of Equalization, reported they have added over 1,000 new properties. As of this morning, February 2, 2016, the value of Minnehaha County has increased approximately \$650,000,000 from new construction and re-appraisals. Minnehaha County is now worth over \$14 billion, which is an increase of \$4 billion dollars over the last six years.

MOTION by Barth, seconded by Bender, to adjourn into executive session for personnel and contract discussion. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday February 9, 2016.

APPROVED BY THE COMMISSION:

Cindy Heiberger
Chairperson

ATTEST:

Cynthia Jepsen
Deputy Auditor