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THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. May 21, 2019, pursuant to adjournment on May 14, 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 Karsky, seconded by Beninga, to approve the agenda. 5 ayes.

#### MINUTES APPROVAL

MOTION by Heiberger, seconded by Barth, to amend Commissioner Heiberger's Liaison Report in the May 14, 2019, Regular Commission Meeting Minutes to reflect the title of the conference as the "Safety and Justice Challenge Network Conference". 5 ayes.

MOTION by Heiberger, seconded by Karsky, to approve the minutes as amended. 5 ayes.

MOTION by Heiberger, seconded by Beninga, to approve the May 14, 2019, Special Minnehaha County Area Tour Minutes. 5 ayes.

#### VOUCHERS TO BE PAID

MOTION by Beninga, seconded by Karsky, to approve the following bills totaling \$499,761.86. 5 ayes.

A&B Business	Lease-Rental Agmt	87.89
Advanced Pest	Maint Contracts	70.00
Airteq	Jail Repairs & Maint	300.69
Airway Svc	Auto/Small Equip	94.02
Airway Svc	Gas Oil & Diesel	44.60
Anderson Publication	Publishing Fees	1,043.49
Anderson, Jennifer	Bd Evals (Minnehaha)	1,327.50
Argus Leader Subs	Subscriptions	189.57
Argus Leader Media	Professional Svcs	124.40
Automatic Building	Coliseum Maint	344.00
Automatic Building	HHS Maint	590.04
Automatic Building	Jail Repairs & Maint	2,493.29
Automatic Building	JDC Maint	575.00
Automatic Building	Outside Repair	1,008.25
Automatic Building	VOA Dakotas	330.00
Avera McKennan	Attorney Fees	10,500.00
Avera McKennan	Hospitals	1,687.67
Bauer Built	Auto/Small Equip	40.00
Bechtel, David	Welfare Rent	750.00
Belitz, Clarence H	Welfare Rent	400.00
Braun, Mason	Investigators Exps	84.00
Brentwood Apts	Welfare Rent	488.29
C & R Supply	Truck Repairs & Maint	97.76
Cartridge World	Data Processing Supplies	439.96
Century Business	Maint Contracts	118.84
Centurylink	Contract Svcs	13.43
Centurylink	Telephone	89.73
Chagolla, Albert	Interpreters	25.00
Civil Design	Architects & Engineers	6,988.75
Constellation	Natural Gas	11,937.70
Country View Mhc	Welfare Rent	270.43
Dakota Fluid Power	Auto/Small Equip	561.94
Dakotaland Autoglass	Auto/Small Equip	275.00
Deb Larson	Sign Deposits	50.00
Dell Marketing	HIDTA Grant	787.22
Dive Rescue Intl	Education & Training	375.00
Dublin Square Apt	Welfare Rent	800.00
Electric Innovations	Outside Repair	1,072.00
Erpenbach, John E	Clinics Auxiliary Svcs	125.00

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Erpenbach, John E	Other Charges	125.00
Erpenbach, John E	Recruitment	650.00
Etterman Enterprises	Small Tools & Shop Supplies	31.72
George, Aaron	Motels	600.00
Geotek Engineering	Architects & Engineers	1,042.50
Gonnerman, Adam	Investigators Exps	37.80
Grainger	Plumbing & Welding	259.34
Gunner, Andrea	Court Reporters	90.00
Guzman, Sandra V	Interpreters	25.00
Heimdal, Marie Ann	Court Reporters	313.20
Hidden Hills Apt	Welfare Rent	700.00
Horizon Apts	Welfare Rent	690.00
Hov Svcs	Microfilming	276.20
Hughes Law	Attorney Fees	342.00
Hughes Law	Child Defense Attorney	497.00
Hurtgen, Timothy T	Welfare Rent	398.00
I State Truck Center	Parts Inventory	108.91
IBE	Office Supplies	107.70
Interim Healthcare	Professional Svcs	1,136.00
Interstate Office	Office Supplies	318.87
Interstate Power	Maint Contracts	257.00
Jastram, Mark	Investigators Exps	23.94
John's Shoe Repair	Safety & Rescue Equip	42.00
Johnson, Erin M	Bd Evals (Minnehaha)	705.00
Johnson, Richard L	Attorney Fees	1,139.94
Katheryn Cranbrook	Attorney Fees	5,800.00
Katterhagen, Mark	Bd Exp Fees (Yankton)	45.00
Knecht, Andrew J	Attorney Fees	2,926.00
Kolbeck Law	Attorney Fees	5,000.00
Kyra Enterprises	Welfare Rent	500.00
Lamar Companies	HIDTA Grant	350.00
Lance Warne	Sign Deposits	50.00
Leaf Capital Funding	Office Supplies	137.02
Lewis & Clark Behav	Bd Evals (Yankton)	1,780.00
Lewno Law	Bd Exp Fees (Yankton)	496.50
Lisa Carlson Report	Court Reporters	64.00
Lockwood, Darcy	Bd Exp Fees (Yankton)	45.00
Loving, Philip	Bd Evals (Minnehaha)	3,232.50
Luverne Supermarket	Welfare Food	36.23
Mac's Hardware	Building Repairs & Maint	13.50
Make-It-Mine Designs	Truck Repairs & Maint	996.69
McKesson Medical	Clinics Auxiliary Svcs	412.70
Menard	Building Repairs & Maint	138.03
Menard	Park & Recreation Material	96.41
Menard	Truck Repairs & Maint	55.60
Metro Communications	Misc Exp	29,970.50
Midamerican Energy	Welfare Utilities	420.00
Midwest Contracting	Contracted Construction	20,310.03
Murray Properties	Welfare Rent	500.00
Mustafa, Kalombo	Welfare Rent	500.00
Napa Auto Parts	Parts Inventory	199.53
Napa Auto Parts	Small Tools & Shop Supplies	16.13
Natl Assn of School	Memberships	40.00
Nebraska Salt & Grain	Road Material Inventory	5,502.75
Newman Signs	Sign Supply Inventory	1,431.73
Novak	Office Supplies	36.50
Olivier Miles Holtz	Attorney Fees	889.30
Osborn, Roxane R	Court Reporters	546.75
Pfeifer Implement	Recreation & Grounds Equip	9,200.00
Phoenix Supply	Child Care Items	72.85
Pigott	Furniture & Office Equip	482.52
Pomps Tire Svc	Auto/Small Equip	688.48
Price, Thomas L	Attorney Fees	1,200.00
Prov 16:3	Bldg/Yard Repair & Maint	828.73
Quality Efficiencies	Motels	1,175.00

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Reynolds Law	Child Defense Attorney	3,476.10
River Tower Apt	Welfare Rent	500.00
Rod'S Property Mgmt	Welfare Rent	1,440.00
Rolling Hills	Welfare Rent	900.00
SD Assoc Of County	Due To Other Governments	4,342.00
SF Leased Housing	Welfare Rent	466.00
Sigler Fire Equip	Jail Repairs & Maint	70.00
Sioux Falls City	Contract Svcs	293,750.00
Sioux Falls City	Water Sewer	850.25
Sioux Falls City	Welfare Utilities	519.32
Sioux Valley Energy	Welfare Utilities	203.47
Southeastern Behavior	Crisis Intervention Program	6,510.66
St Francis House	Professional Svcs	48.15
State of SD	Amts Held-Daily Scram	3,828.00
State of SD	Furniture & Office Equip	526.27
State of SD	Misc Exp	155.00
State of SD	Printing/Forms	25.50
State of SD	Telephone	321.75
Stewart Title	Attorney Fees (Repaid)	117.00
Stewart Title	Welfare Recoveries	531.36
Strange Farrell John	Child Defense Attorney	123.50
Takaski Real Estate	Welfare Rent	500.00
Tandus Flooring	Juvenile Detention Ctr	9,353.38
The Collins Group	Memorial Day	1,094.56
Tiede, Pamela	Bd Exp Fees (Minnehaha)	240.00
Tires Tires Tires	Gas Oil & Diesel	52.82
Tractor Supply	Truck Repairs & Maint	275.98
Triangle Properties	Welfare Rent	500.00
Trinity Point	Welfare Rent	294.00
Tschetter & Adams	Attorney Fees	548.01
Two Way Solutions	Communication Equip Repair	3,798.91
Tzadik	Welfare Rent	1,464.00
US Foods	Other Supplies	25.11
US Foods	Professional Svcs	461.03
Vash Properties	Welfare Rent	1,000.00
VOA	Welfare Rent	272.00
Wagner, Heidi	Bd Evals (Minnehaha)	720.00
Walmart Stores	Pharmacies	99.13
Walsh, Mike	Business Travel	280.00
West Pointe	Welfare Rent	500.00
Wheelco	Truck Repairs & Maint	687.46
Xcel Energy	Electricity	4,458.20
Xcel Energy	Road Maint & Material	16.73
Xcel Energy	Welfare Utilities	1,662.65
Yankton County	Return Of Svc	50.00

## REPORTS

The Siouxland Libraries Board of Trustees Meeting Minutes for March 13, 2019, was received and placed on file in the Auditor's Office.

## PERSONNEL

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

### New Hires

1. Terry Mixell as STI Security Officer for STI Security, at \$18.90/hour (13/1) effective 5/25/19.
2. Valerie Newhouse and Hannah Van Otterloo as Seasonal Intern for the Museum at \$9.50/hour effective 5/28/19 to 8/23/19.

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3. Megan Hanson, variable hour Juvenile Correctional Worker for the Juvenile Detention Center, at \$15.05/hour effective 5/28/19.

#### Promotions

1. Jason McCubbin, Road Maintenance Team Member to Maintenance Project Coordinator for the Highway, at \$21.92/hour (16/1) effective 5/13/19.

#### Step Increases

1. Kelly Leaver – Administrative Secretary – Human Services – 10/5 – 5/17/19 - \$17.98/hour
2. Corey Heise – Correctional Officer – Jail – 13/8 – 4/16/19 - \$22.47/hour
3. Kenneth Hasbrouck – Deputy Sheriff Sergeant – Jail – 20/4 – 4/16/19 - \$28.75/hour
4. Daniel Kistler – Chief Building Inspector – Planning – 19/6 – 5/12/19 - \$28.75/hour
5. Candace Steele – Tax and License Technician – Treasurer – 10/6 – 5/13/19 - \$18.44/hour
6. Elizabeth Bartmann – Tax and License Technician – Treasurer – 10/4 – 5/16/19 - \$17.54/hour
7. Karen Weeldreyer – Tax and License Supervisor – Treasurer – 16/6 – 5/9/19 - \$24.80/hour

#### Special Personnel Action

Upon the request of Carey Deaver, Human Resources Director, MOTION by Heiberger, seconded by Karsky, to hire Carole James as a Senior Deputy State's Attorney for the State's Attorney's Office at \$3,171.20/bi-weekly (22/9) effective 5/22/19. 5 ayes.

#### ABATEMENT

MOTION by Karsky, seconded by Heiberger, to approve the following property tax abatements for Arise Church, 3803 S Western Ave, Sioux Falls, representing tax exempt status: Parcel 57426, 2017 property taxes in the amount of \$391.85 and 2018 property taxes in the amount of \$2,501.44; Parcel 57427, 2017 property taxes in the amount of \$422.63 and 2018 property taxes in the amount of \$2,697.66; Parcel 57428, 2017 property taxes in the amount of \$600.53 and 2018 property taxes in the amount of \$3,840.94; and Parcel 57429, 2017 property taxes in the amount of \$600.53 and 2018 property taxes in the amount of \$3,840.94. By roll call vote: 5 ayes.

#### PUBLIC COMMENT

Jamie Phelps, Quality Assurance and Improvement Manager, introduced Kathy Richardson as the new Veterans Service Officer. Ms. Richardson spoke on her previous work experience and her excitement to work for the County.

Jay Masur, 25968 476<sup>th</sup> Ave, Sioux Falls, Med-Star Paramedic Ambulance President & CEO, thanked Commissioner Bender and Carol Muller, Commission Administrative Officer, for meeting with him to discuss funding. Additionally, Mr. Masur commented of Med-Star's work with a local cycle track and a recent news article in the Argus Leader regarding the work. Concerns were brought forward regarding comments made by Commissioner and the contents of the article. Commissioner Barth stated that he did make comments regarding Mr. Masur and his business. Commissioner Barth apologized for any additional problems that his comments caused for Mr. Masur.

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## PRESENTATION

DJ Buthe, Highway Superintendent, presented completed projects and future opportunities as part of the 2019 Highway Department Update highlighting topics such as bridge inspections, highway reconstructions, corridor and transportation studies, drone and social media usage, wheel tax, software updates, project programming, safety projects, drone pilot certifications, and the building project.

## BID AWARD

DJ Buthe, Highway Superintendent, reported on the May 8, 2019, bid opening for Bid #19-11, Project MC16-02, Structure 50-072-100 and 50-070-098 replacements. Four bids were received from the following companies: Prahm Construction, Inc. at \$1,555,375.55; Graves Construction Company at \$1,642,556.01; Nolz Dragline & Construction, Inc. at \$1,752,361.35; and Duinick Inc. at \$2,077,031.85. Staff recommended awarding the bid to the low bidder, Prahm Construction, Inc. The engineer's estimate was \$1,690,655.35. MOTION by Heiberger, seconded by Karsky, to award Bid #19-11, Project MC16-02, Structure 50-072-100 and 50-070-098 replacements to Prahm Construction Inc. in the amount of \$1,555,375.55, and to authorize the Chair to sign the contractor contract. By roll call vote: 5 ayes.

## PRESENTATIONS

Jason Gearman, Director of Emergency Management, gave a presentation on the Minnehaha County Sheriff's Office Emergency Management highlighting the role of the department, the Police Reserve, the Rescue Squad, the Dive Team, and other services.

Jeff Gromer, Jail Warden, gave a presentation on the Minnehaha County Jail highlighting the mission, jail operations, the Electronic Monitoring Program, the 24/7 Program, medical and mental health care provided at the jail, and the Jail Expansion Project.

## AMENDMENT & AGREEMENT

Jeff Gromer, Jail Warden, presented two agreements pertaining to food service at the Minnehaha County Jail. The first is Amendment No. 4 to the Food Service and Commissary Agreement between Minnehaha County and CBM Managed Services now known as Summit Food Service LLC. The amendment is to renew the term of the agreement for one additional year and to increase the contract pricing based on the Consumer Price Index. The second is a Consent to Assignment and Assumption Agreement among Minnehaha County, CBM Management LLC, and Summit Food Service LLC. This agreement acknowledges that CBM Management LLC is a subsidiary of Summit Food Service LLC. Additionally, it acknowledges that Summit Food Service LLC agrees to assume the contract between Minnehaha County and CBM Management LLC. MOTION by Heiberger, seconded by Barth, to authorize the Chair to sign Amendment No. 4 to the Food Service and Commissary Agreement to increase the contract pricing based on the Consumer Price Index "Food Away From Home Index" by 1.5% and to renew the term of the agreement beginning July 1, 2019, and ending June 30, 2020. 5 ayes. MOTION by Heiberger, seconded by Barth, to authorize the Chair to sign the Consent to Assignment and Assumption Agreement among Minnehaha County, CBM Management LLC, and Summit Food Service LLC effective May 3, 2019. 5 ayes.

## BRIEFING

Pam Nelson, Treasurer, and Kelli Nyhof, Assistant Treasurer, gave a briefing on the Treasurer's Office's role in the Tax Deed process. Commissioners Heiberger and Barth inquired about the County's liability relating to tax deed properties. Margaret Gillespie, Senior Deputy State's Attorney, stated that if any of the Commissioners want to ask a legal question in that regard, then they can contact the State's Attorney's Office to have a legal opinion issued.

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## RESOLUTION

Commissioner Heiberger, requested authorization to participate in the Sioux Empire Leadership Council. The council will be a joint collaboration of community leaders to better serve the community through the following: the promotion of collaboration among city, county, state, education, and community stakeholders; identifying and prioritizing strategies to improve quality of life; seeking and sustaining innovative program funding; establishing and measuring performance; and advising and coordinating joint projects, programs, and services. The first project for the council will be the Triage Center as it moves from concept to reality. Sheriff Mike Milstead and Second Judicial Circuit Presiding Judge Robin Houwman spoke on their support for the establishment of the council. MOTION by Karsky, seconded by Barth, to approve Resolution MC19-16, Establishment of the Sioux Empire Leadership Council. By roll call vote: 5 ayes.

**RESOLUTION MC19-16  
ESTABLISHMENT OF SIOUX EMPIRE LEADERSHIP COUNCIL**

**WHEREAS**, this agreement is entered into between the Minnehaha County, Lincoln County, Minnehaha County Sheriff's Office, Lincoln County Sheriff's Office, Unified Judicial System – 2nd Circuit, City of Sioux Falls, Sioux Falls Public School District, Avera Health, Sanford Health, Sioux Falls Area Chamber of Commerce, and Sioux Falls Area Community Foundation for the purpose of establishing a Sioux Empire Leadership Council to discuss, prioritize, develop, and/or direct projects that cross jurisdictional boundaries.

**WHEREAS**, leadership of the Sioux Empire, both public and private stakeholders, at all levels, are challenged by declining revenues and shrinking budgets while also facing increasingly complex problems. Collaboration across community sectors can promote efficiency by identifying issues being addressed by multiple agencies and fostering discussion of how agencies can share resources and reduce redundancies, thus potentially decreasing costs and improving performance and outcomes.<sup>1</sup>

**THEREFORE**, the Council will collaborate to align policies and leverage cross-resources as appropriate.

**THEREFORE**, the Council will be established to benefit our citizens and community.

**NOW THEREFORE BE IT RESOLVED**, the Sioux Empire Leadership Council purpose is to better serve our community through: employing collaboration, supporting innovation, and making decisions based on research and data to minimize duplication, provide better community and program outcomes, and use funding more efficiently.

Employing innovation and technology across all sectors to support community development.

Dated this 21<sup>st</sup> day of May 2019.

Signed By:  
Jean Bender  
Minnehaha County Commission

To Be Signed By:  
Mike Milstead, Sheriff, Minnehaha County Sheriff's Office; Lincoln County Commission; Steve Swensen, Sheriff, Lincoln County Sheriff's Office; Paul TenHanken, Sioux Falls Mayor; Sioux Falls City Council; Robin J. Houwman, Presiding Judge, Second Judicial Circuit, Unified Judicial System; Jason Ball, President/CEO Sioux Falls Chamber of Commerce; Kent Alberty, Sioux Falls School Board; Andy Patterson, President, Sioux Falls Area Community Foundation; Avera Health; and Sanford Health

<sup>1</sup> Rudolph, L. C.-M. (2013). *Health in All Policies: A Guide for Local Government*. Washington, DC and Oakland, CA: American Public Health Association and Public.

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## LIAISON REPORTS

Commissioner Heiberger provided a handout and reported on the Re-imagining Juvenile Justice group that the State Juvenile Detention Alternatives Initiative group has been working on to provide training modules in Pierre.

Commissioner Heiberger reported on attending the Justice & Safety Challenge Network Conference where attendees, under the MacArthur Foundation Grant, came together with a shared focus to discuss topics such as triage, racial and ethnic fairness, communication strategies, and community engagement.

Commissioner Barth reported on attending the May 20, 2019, Field Tiling Discussion hosted by the Corn Growers where topics such as drainage, climate, and the size of culverts and bridges were discussed.

Commissioner Barth reported on the May 20, 2019, Planning Commission Meeting where the joint meeting with the City of Sioux Falls was postponed due to the lack of a quorum. At the meeting, items such as a gravel pit near Hartford and the effect of moving building eligibilities on rural residents were discussed.

Commissioner Beninga reported on last week's meetings with the following: the Building Management Group, the Public Advocate's Office, the Fair Board, and the Information Technology Department. Campus growth and operational related issues were discussed.

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

The Commission adjourned until 9:00 a.m. on Tuesday, May 28, 2019.

### APPROVED BY THE COMMISSION:

Jean Bender

Chair

### ATTEST:

Olivia Larson

Deputy Auditor