

12/10/2019

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. December 10, 2019, pursuant to adjournment on December 3, 2019. Commissioners present were: Bender, Beninga, Heiberger, and Karsky. Commissioner Barth was absent. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State's Attorney.

MOTION by Heiberger, seconded by Karsky, to approve the agenda. 4 ayes.

MINUTES APPROVAL

MOTION by Beninga, seconded by Heiberger, to approve the December 3, 2019, Commission Minutes. 4 ayes.

VOUCHERS TO BE PAID

MOTION by Beninga, seconded by Heiberger, to approve the following bills totaling \$779,755.83. 4 ayes. Upon the request of Commissioner Heiberger, DJ Buthe, Highway Superintendent, spoke on the bills being paid for the Stop Sign Project.

3D Specialties	Road Maint & Material	81,874.00
A&B Business	Lease-Rental Agmt	397.97
A&B Business	Maint Contracts	126.84
ABN Army Surplus	Uniform Allowance	565.00
Airgas USA	Small Tools & Shop Sup	266.16
Airway Svc	Auto/Small Equip	147.24
All Nations Interp	Interpreters	1,608.50
Allegiance Invest	Attorney Fees	175.35
Alsobrook, Danny D	Hvy Equip Reps & Maint	135.00
Anderson, Jennifer	Bd Evals Minnehaha	2,392.50
Angel, Edward P	Attorney Fees	1,989.00
Anjelic	Program Activities	300.00
Argus Leader Media	Publishing Fees	1,906.86
Armor Correctional	Contract Svcs	193,419.51
Automatic Building	Coliseum Maint	344.00
Automatic Building	HHS Maint	238.00
Automatic Building	Jail Repairs & Maint	1,929.00
Automatic Building	Outside Repair	930.25
Automatic Building	VOA Dakotas	330.00
Avera McKennan	Hospitals	2,812.00
Avera McKennan	Other Medical Svcs	149.00
Avera McKennan	Professional Svcs	1,000.00
Axis Forensic Toxicol	Lab Costs	370.00
B&B Rentals	Welfare Rent	1,095.00
Bauer Built	Auto/Small Equip	1,621.60
Black Events & Adv	Program Activities	300.00
Brandon Valley Jour	Publishing Fees	961.94
Braun, Mason	Investigators Exps	76.44
Brennan Hills Town	Welfare Rent	684.00
Bret Songstad	Welfare Rent	600.00
Burns, Jason	Investigators Exps	96.60
BX Civil & Construct	Road Maint & Material	14,422.92
Century Business	Office Sup	225.00
Chagolla, Albert	Interpreters	52.50
Cheney Lake	Welfare Rent	500.00
Chris Cam Corp	Janitorial Chemical Sup	65.32
Chris Cam Corp	Office Sup	108.31
Chris Cam Corp	Small Tools & Shop Sup	114.84
Civil Design	Architects & Engineers	951.25
Constellation	Natural Gas	121.46
Dakota Fluid Power	Truck Repairs & Maint	745.17
Dakotaland Autoglass	Auto/Small Equip	250.00
Deans Distributing	Parts Inventory	416.90
Decisionone	Maint Contracts	168.52

12/10/2019

Denherder Law	Attorney Fees	187.30
Dial, Charles	Welfare Rent	500.00
Diamond Mowers	Auto/Small Equip	183.40
Donahoe Law Firm	Attorney Fees	693.50
Dubbe, Scott	Business Travel	138.00
EH Hospitality	Motels	60.00
Empire Plastics	Exhibit Materials	40.00
Etterman Enterprises	Small Tools & Shop Sup	193.16
Fastenal Company	Small Tools & Shop Sup	284.71
Fleetpride	Truck Repairs & Maint	2,417.59
Force America Dist	Truck Repairs & Maint	492.58
Galls Quartermaster	Uniform Allowance	1,294.54
Garfield Apts	Welfare Rent	1,350.00
George, Aaron	Welfare Rent	300.00
Geotek Engineering	Architects & Engineers	1,539.50
Geotek Engineering	Jail Expansion Prof Svcs	950.00
Golden West	Telephone	40.39
Graham Tire	Auto/Small Equip	540.00
Grainger	Janitorial Chemical Sup	69.00
Guzman, Sandra V	Interpreters	50.00
Hancock Concrete	Road Maint & Material	2,969.56
Heirigs, Mary Ellen	Bd Exp Fees Minnehaha	192.00
Hewlett Packard	Office Sup	54.51
Hidden Hills Apt	Welfare Rent	700.00
High Point Networks	Consultants	1,350.00
Hobart Sales & Svc	Jail Repairs & Maint	1,454.83
Howe	Correct Ctr Reps & Maint	300.00
Howe	HHS Maint	150.00
Howe	Jail Repairs & Maint	500.00
Howe	JDC Maint	225.00
Howe	Outside Repair	1,500.00
Howe	VOA Dakotas	478.75
Hydraulic World	Hvy Equip Reps & Maint	138.75
Infrastructure Des	Architects & Engineers	500.00
Intek	Coliseum	489.60
Intek	Contract Svcs	3,881.14
Iret Properties	Welfare Rent	800.00
JCL Solutions	Inmate Sup	2,674.62
JCL Solutions	Kitchen/Cleaning Sup	4,513.42
Jeff Larson Law	Child Defense Attorney	3,816.90
Johnson, Richard L	Attorney Fees	230.85
Jonathon Hegg	Program Activities	300.00
Jsa Consult Engineer	Architects & Engineers	8,541.10
Kasowski Family Farm	Sign Deposits	50.00
Katterhagen, Mark	Bd Exp Fees Yankton	82.50
Kennedy Pier & Loftu	Attorney Fees	1,371.90
Kohlrabi	Welfare Rent	550.00
Kyra Enterprises	Motels	310.00
Kyra Enterprises	Welfare Rent	500.00
Lassegaard, Samuel C	Welfare Rent	385.00
Ledd Properties	Motels	625.00
Lewno Law	Bd Exp Fees Yankton	856.00
Lexisnexis Matthew B	Subscriptions	515.00
Light And Siren	Vehicle Equip	11,074.34
Lockwood, Darcy	Bd Exp Fees Yankton	82.50
Loving, Philip	Bd Evals Minnehaha	3,930.00
Mac'S Hardware	Hvy Equip Reps & Maint	7.18
Mac'S Hardware	Small Tools & Shop Sup	5.37
Marsh & Mclennan	Notary Exp	150.00
Matheson Trigas	Small Tools & Shop Sup	52.75
Maximum Promotions	Building Repairs & Maint	287.80
Mcclure & Hardy Prof	Attorney Fees	185.70
Mcleods Printing	Printing/Forms	59.00
Medstar Paramedic	Transportation	1,000.00
Metro Coms	Misc Exp	181,119.35

12/10/2019

Midwest Boiler	Heat, Vent & AC Repairs	1,071.00
Mikelson Law	Attorney Fees	680.40
Minnehaha Community	Water Sewer	30.00
Minnehaha Petty Cash	Investigators Exps	39.88
Mortrude, Wayne	Welfare Rent	500.00
Mpi Video	Attorney Fees	133.13
MPJ Enterprises	Road Maint & Material	12,350.00
Napa Auto Parts	Parts Inventory	1,811.86
Napa Auto Parts	Small Tools & Shop Sup	195.46
NASPPG Insurance	Property & Liability	5,982.00
Nathaniel Ellens	Clinics - Auxiliary Svcs	1,949.92
Nebraska Salt & Gr	Road Material Inventory	10,130.32
Nelson, Adam D	Program Activities	55.44
Neville Smith	Education & Training	138.00
Novak	Office Sup	145.93
Novak	Trash Removal	3,365.17
Nybergs Ace Hardware	Motor/Machine/Equip Rep	21.95
Nybergs Ace Hardware	Office Sup	28.48
Nybergs Ace Hardware	Other Sup	7.10
Oconnor Company	Repair/Renovations	6,020.00
Olivier Miles Holtz	Attorney Fees	5,878.10
Olivier Miles Holtz	Child Defense Attorney	5,988.15
Oreilly Auto Parts	Auto/Small Equip	71.96
Oreilly Auto Parts	Small Tools & Shop Sup	61.78
Otis Elevator	HHS Maint	2,978.04
Overhead Door	Building Repairs & Maint	392.86
Pedro, Ezequiel	Welfare Rent	500.00
Peterson, Mark	Welfare Rent	475.00
Pheasant View Apt	Welfare Rent	687.00
Phoenix Supply	Inmate Sup	1,112.00
Pioneer Enterprises	Burials	2,000.00
Prestox	Outside Repair	487.50
Qualified Presort	Postage	5,991.24
Quality Efficiencies	Motels	625.00
Relm Partners	Welfare Rent	500.00
Ridgeview Apts	Welfare Rent	400.00
Safe Home	Misc Revenue	-600.01
Safe Home	Notes Rec Safe Home	-2,994.08
Safe Home	Rent Subsidies	11,892.00
Sams Club	Other Sup	57.12
Sams Club	Professional Svcs	1,205.21
Sams Club	Work Mileage	50.31
Sanford	Lab Costs	400.28
Sanford Clinic	Lab Costs	168.00
Sanford Clinic	Other Medical Svcs	200.40
Satellite Tracking	Program Sup	4,143.75
Schaaf, Kenneth D	Welfare Rent	500.00
SD Public Assurance	Property & Liability	3,279.28
SDN Coms	Data Coms	588.30
SDN Coms	Telephone	1,441.60
SF Properties	Welfare Rent	600.00
SF Specialty Hospital	Recruitment	610.00
Shaykett Appraisal	Right Of Way	18,500.00
Sioux Falls City	Welfare Utilities	384.76
Sioux Falls Ministry	Welfare Rent	1,200.00
Sioux Falls Woman	Advertising	595.00
Sioux River Mental	Education & Training	800.00
Sioux Valley Energy	Electricity	289.40
Sioux Valley Energy	Road Maint & Material	141.83
Sioux Valley Energy	Tea-Ellis Range	222.28
Split Rock Apt	Welfare Rent	500.00
Spring Hill	Welfare Rent	116.00
State of SD	Amts Held Daily Scram	2,685.00
State of SD	Amts Held Remote Breath	842.00
State of SD	Bulletin Board Svc	87.58

12/10/2019

State of SD	Coroner Fee/Tax	1.83
State of SD	Crt Appntd Atty/Pblc Def	7,186.41
State of SD	Fingerprint/Tax	227.35
State of SD	Misc Revenue	44.27
State of SD	Misc Exp	228.00
State of SD	Mug Shots	1.46
State of SD	Notary Exp	90.00
State of SD	Sale Of County Property	223.69
State of SD	Telephone	71.13
Steven R Binger	Attorney Fees	413.60
Strange Farrell John	Attorney Fees	533.40
Streichers	Ammunition	2,097.55
Summit Food Svc	Board Of Prisoners-Meals	28,164.44
Summit Food Svc	Inmate Sup	189.10
TCN	Telephone	1.02
Terrones, Jared	Investigators Exps	23.94
Three In One	Professional Svcs	3,120.00
Tractor Supply	Auto/Small Equip	69.98
Tractor Supply	Road Maint & Material	529.08
Trana, John	Business Travel	13.44
Trane	Heat, Vent & AC Repairs	110.71
True Care Family	Pharmacies	35.50
Truenorth Steel	Road Maint & Material	1,787.78
Turning Leaf Tax	Welfare Rent	500.00
Tzadik	Welfare Rent	633.00
Tzadik Sioux Falls	Welfare Rent	2,133.00
US Bank	Lease-Rental Agmt	136.72
US Foods	Professional Svcs	482.59
VB Falls Park Apts	Welfare Rent	1,330.00
Ver Beek, Kelsey	Attorney Fees	1,019.35
Wall Lake Sanitary	Water Sewer	70.00
Walmart Stores	Pharmacies	57.24
Weerheim Law	Bd Exp Fees Minnehaha	2,650.50
Weerheim Law	Crisis Intervention Pro	142.50
Westbrooke Apts	Welfare Rent	500.00
Western Heights Apts	Welfare Rent	356.00
Wilka & Welter	Child Defense Attorney	5,383.23
Xcel Energy	Electricity	2,409.96
Xcel Energy	Welfare Utilities	628.34
Yankton County	Return Of Svc	300.00
Yellowrobe, Luke	ICWA Professional Svcs	27,881.00

REPORTS

The Minnehaha County Auditor's Account with the County Treasurer as of October 31, 2019, the Minnehaha County Auditor's Account with the County Treasurer as of April 30, 2019 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of March 31, 2019 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of February 28, 2019 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of January 31, 2019 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of December 31, 2018 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of November 30, 2018 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of October 31, 2018 Revised, the Minnehaha County Auditor's Account with the County Treasurer as of September 30, 2018 Revised, the December 2019 Highway Department Construction Project Monthly Report, the October 2019 Minnehaha County Coroner Report, the Mobile Crisis Team Annual Statistics Report through November 2019, and the November 2019 Minnehaha County Monthly Sheriff's Report were received and placed on file in the Auditor's Office. Pam Nelson, Treasurer, spoke on the work done in conjunction with the Information Technology Department and the Auditor's Office to solve the unreconciled differences on the revised Auditor's Accounts with the County Treasurer. Treasurer Nelson also responded to questions regarding policies and procedures. Kelli Nyhof, Assistant Treasurer, spoke on the causes of the unreconciled differences.

12/10/2019

Auditor's Account with the County Treasurer as of October 31, 2019

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$107,547,361.68
US Bank (Cash with Trustee)	16,355,547.40
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	14,694.46
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	13,385.54
TOTAL CASH ON HAND	\$ 136,930,989.08
TOTAL MUNIS CASH BALANCE	\$ 136,930,830.93
unreconciled difference	158.15

Auditor's Account with the County Treasurer as of April 30, 2019 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$111,332,679.64
US Bank (Cash with Trustee)	30,572,545.14
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	(4,856.00)
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	32,936.00
TOTAL CASH ON HAND	\$ 154,933,304.78
TOTAL MUNIS CASH BALANCE	\$ 154,933,304.78
unreconciled difference	-

Auditor's Account with the County Treasurer as of March 31, 2019 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$24,067,004.07
US Bank (Cash with Trustee)	32,505,945.32
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	21,738.05
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	6,341.95
TOTAL CASH ON HAND	\$ 69,601,029.39
TOTAL MUNIS CASH BALANCE	\$ 69,601,029.39
unreconciled difference	-

Auditor's Account with the County Treasurer as of February 28, 2019 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$28,200,894.16
US Bank (Cash with Trustee)	34,254,576.33
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	21,806.45
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	6,273.55
TOTAL CASH ON HAND	\$ 75,483,550.49
TOTAL MUNIS CASH BALANCE	\$ 75,483,550.49
unreconciled difference	-

Auditor's Account with the County Treasurer as of January 31, 2019 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$18,208,499.83
US Bank (Cash with Trustee)	38,136,217.86

12/10/2019

Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	24,943.98
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	3,136.02
TOTAL CASH ON HAND	\$ 69,372,797.69
TOTAL MUNIS CASH BALANCE	\$ 69,372,797.69
unreconciled difference	-

Auditor's Account with the County Treasurer as of December 31, 2018 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$22,203,480.12
US Bank (Cash with Trustee)	39,378,551.13
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	24,697.98
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	3,382.02
TOTAL CASH ON HAND	\$ 74,610,111.25
TOTAL MUNIS CASH BALANCE	\$ 74,610,111.25
unreconciled difference	-

Auditor's Account with the County Treasurer as of November 30, 2018 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$59,189,263.35
US Bank (Cash with Trustee)	40,911,327.76
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	25,198.05
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	2,881.95
TOTAL CASH ON HAND	\$ 113,128,671.11
TOTAL MUNIS CASH BALANCE	\$ 113,128,671.11
unreconciled difference	-

Auditor's Account with the County Treasurer as of October 31, 2018 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$74,023,238.93
US Bank (Cash with Trustee)	40,901,822.26
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	10,939.30
Total of Checks and Drafts which have been in the Treasurer's possession over 3 days	17,140.70
TOTAL CASH ON HAND	\$ 127,953,141.19
TOTAL MUNIS CASH BALANCE	\$ 127,953,141.19
unreconciled difference	-

Auditor's Account with the County Treasurer as of September 30, 2018 Revised

Total On Deposit in Banks, in Interest Bearing, Open Accounts:

1st National Bank	\$20,598,156.95
US Bank (Cash with Trustee)	42,254,782.18
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	25,918.84
Total of Checks and Drafts which have been in the	

12/10/2019

Treasurer's possession over 3 days	2,161.16
TOTAL CASH ON HAND	\$ 75,881,019.13
TOTAL MUNIS CASH BALANCE	\$ 75,881,019.13
unreconciled difference	-

PERSONNEL

MOTION by Heiberger, seconded by Beninga, to approve the following personnel changes. 4 ayes.

New Hires

1. Benjamin Burns, Paralegal for the Public Defender's Officer, at \$21.92/hour (16/1) effective 12/11/19.

Promotions

1. Seth Hodges, Deputy Sheriff to Sergeant for the Sheriff's Office, at \$29.61/hour (20/4) effective 12/14/19.

Step Increases

1. Ellen Boesel, Accountant for the Treasurer, at \$23.14/hour (16/2) effective 12/14/19.
2. Henry Trumble, Operations Manager for the Highway, at \$2,539.20/biweekly (20/8) effective 12/3/19.
3. Mark Kriens, Director of Facilities for Facilities, at \$3,588.00/biweekly (24/6) effective 11/21/19.
4. Jeffery Yarbrough, Safe Home Manager for Safe Home, at \$2,539.20/bi-weekly (19/10) effective 11/30/19.
5. Nathan Krueger, Correctional Officer for the Jail, at \$24.80/hour (13/12) effective 10/4/19.
6. Benjamin Kruse, Correctional Officer for the Jail, at \$20.35/hour (13/4) effective 11/2/19.
7. Crystal Shaffer, Correctional Officer for the Jail, at \$19.37/hour (13/2) effective 11/27/19.

Variable Hour

1. Alyssia Salguero, Juvenile Correctional Worker for the Juvenile Detention Center, at \$17.25/hour effective 12/14/19.
2. Ashley Lopez, Mia Hockel, Jared Lampe, Logan Lorenzen, and Summer Hardee Juvenile Correctional Workers for the Juvenile Detention Center, at \$15.30/hour effective 12/14/19.
3. Emily Osthus, Daniel Friedbauer, and Thomas Anez Juvenile Correctional Workers for the Juvenile Detention Center, at \$19.85/hour effective 12/14/19.
4. Dennis Wojciechowski, Juvenile Correctional Worker for the Juvenile Detention Center, at \$18.45/hour effective 12/14/19.
5. Carmen Kasin, Juvenile Correctional Worker for the Juvenile Detention Center, at \$15.85/hour effective 12/14/19.
6. Susan Kern, Juvenile Correctional Worker for the Juvenile Detention Center, at \$19.45/hour effective 12/14/19.
7. Jamal Wooten and Tabetha Leonhardt Juvenile Correctional Workers for the Juvenile Detention Center, at \$15.65/hour effective 12/14/19.
8. Krisztian Fasi, Juvenile Correctional Worker for the Juvenile Detention Center, at \$15.75/hour effective 12/14/19.
9. Megan Hanson, Juvenile Correctional Worker for the Juvenile Detention Center, at \$15.25/hour effective 12/14/19.
10. William Behrend, Clerical Worker for Equalization, at \$12.05/hour effective 12/14/19.

12/10/2019

11. Reagan Richardson, Clerical Worker for Facilities, at \$15.10/hour effective 12/14/19.
12. Cynthia Boltjes, Clerical Worker for Human Resources, at \$15.80/hour effective 12/14/19.
13. Kendall Glissendorf, Austin Glant, Margaret Dow, and Brianna D'Schaak Museum Aides for the Museum, at \$10.05/hour effective 12/14/19.
14. Randy Megard, Museum Aide for the Museum, at \$11.65/hour effective 12/14/19.
15. Charles Bresson, Museum Aide for the Museum, at \$10.55/hour effective 12/14/19.
16. Robert Himrich, Parking Attendant for the Sheriff's Office, at \$12.65/hour effective 12/14/19.
17. Thomas Lien, Certified Civil Process Server for the Sheriff's Office, at \$25.40/hour effective 12/14/19.
18. Preston Evans and Martin Neal, Certified Civil Process Servers for the Sheriff's Office, at \$21.65/hour effective 12/14/19.
19. Douglas Flora, Certified Civil Process Server for the Sheriff's Office, at \$23.85/hour effective 12/14/19.
20. Allen Penning, EMS Trainer for the Sheriff's Office, at \$26.70/hour effective 12/14/19.
21. Brandi Morrow, Clerical Worker for the Sheriff's Office, at \$15.50/hour effective 12/14/19.
22. Peter Jaros, Jon Gannon, David Huntimer, James Larson, Alexander Palmer, John Roman, Jason Husby, and Trent Van Ravenswaay Airport Security Officers for Airport Security, at \$26.40/hour effective 12/14/19.
23. Steven Burtis, Airport Security Officer for Airport Security, at \$25.75/hour effective 12/14/19.
24. Ramona Helseth, Clerical Worker for the State's Attorney's Office, at \$15.80/hour effective 12/14/19.
25. Anthony Simon, Videographer for the Commission, at \$27.30/hour effective 12/14/19.
26. Aaron Brown, Shop Technician for the Highway, at \$15.10/hour effective 12/14/19.
27. Alexandra Meier, Shop Technician for the Highway, at \$14.40/hour effective 12/14/19.
28. Stephen Baete, Correctional Officer for the Jail, at \$18.45/hour effective 12/14/19.
29. Dennis Clauson, Correctional Officer for the Jail, at \$23.60/hour effective 12/14/19.
30. Andrea Kelly, Correctional Officer for the Jail, at \$22.15/hour effective 12/14/19.
31. Steven Breuer, Correctional Officer for the Jail, at \$20.85/hour effective 12/14/19.
32. Douglas Arntz and Loren Dykshorn, Correctional Officers for the Jail, at \$23.00/hour effective 12/14/19.
33. Jon Hagen, Correctional Officer for the 24/7 Program, at \$19.35/hour effective 12/14/19.
34. Daniel Kaiser, Correctional Officer for the 24/7 Program, at \$26.75/hour effective 12/14/19.
35. Kathryn Zwak, Scott Vandervelde, and William Hoier Correctional Officers for the 24/7 Program, at \$25.40/hour effective 12/14/19.
36. Chelsea Wiederich, Correctional Officer for the 24/7 Program, at \$20.85/hour effective 12/14/19.
37. Matthew Tooley, Correctional Officer for the 24/7 Program, at \$22.50/hour effective 12/14/19.
38. Jeremiah Larson, Correctional Officer for the 24/7 Program, at \$18.35/hour effective 12/14/19.
39. Craig Boetel, Correctional Officer for the 24/7 Program, at \$25.05/hour effective 12/14/19.
40. Allen Robbennolt, Correctional Officer for the 24/7 Program, at \$19.85/hour effective 12/14/19.
41. Rhonda Larson, Correctional Officer for the 24/7 Program, at \$20.40/hour effective 12/14/19.
42. Lenora Giles, Correctional Officer for the 24/7 Program, at \$18.90/hour effective 12/14/19.
43. Michael Thompson, Limited Deputy State's Attorney for the State's Attorney's Office, at \$52.55/hour effective 12/14/19.
44. Lynne Haagenson, Safe Home Program Worker for Safe Home, at \$18.75/hour effective 12/14/19.
45. Nathanael Anderson, Daniel Bosman, Kathryn Knobloch, Deona Gustaf, and Stacy Acker, Safe Home Program Workers for Safe Home, at \$16.95/hour effective 12/14/19.
46. Christy Dembele, Safe Home Program Worker for Safe Home, at \$16.15/hour effective 12/14/19.
47. Orlando George, Safe Home Program Worker for Safe Home, at \$16.55/hour effective 12/14/19.
48. Rebecca Fiegen and Alyssa Singleton, Safe Home Program Workers for Safe Home, at \$17.75/hour effective 12/14/19.
49. Lisa Moore, Safe Home Program Worker for Safe Home, at \$15.50/hour effective 12/14/19.
50. Amanda Sturgeon and Alex Lawler, Safe Home Program Workers for Safe Home, at \$15.30/hour effective 12/14/19.
51. Stacy Veen, Safe Home Program Worker for Safe Home, at \$15.75/hour effective 12/14/19.
52. Patricia Olson, Safe Home Program Worker for Safe Home, at \$16.20/hour effective 12/14/19.
53. Julie Kiggins, Safe Home Program Worker for Safe Home, at \$15.55/hour effective 12/14/19.

12/10/2019

54. Faye Westra, Safe Home Program Worker for Safe Home, at \$15.25/hour effective 12/14/19.

Special Personnel Action

Carey Deaver, Human Resources Director, presented a resolution for the establishment of certain County elected official annual salaries. South Dakota Codified Law provides the statutory minimum annual salaries for County Treasurer, Auditor, Register of Deeds, State's Attorney, and Sheriff. The resolution will set the current sitting elected officials' annual salary, and the minimum salaries for any newly elected officials. MOTION by Heiberger, seconded by Karsky, to approve Resolution MC19-57. By roll call vote: 4 ayes.

RESOLUTION MC 19-57 ESTABLISHMENT OF CERTAIN COUNTY ELECTED OFFICIAL ANNUAL SALARIES

WHEREAS, the Minnehaha County Commission is dedicated to attracting citizens of the highest quality to public service by establishing proper salaries for elected officials, basing those salaries on realistic standards, and paying them according to the duties of their office; and

WHEREAS, South Dakota Codified Law provides for certain statutory minimum annual salaries for these five elected officials, absent a resolution from the County Commission establishing a different annual salary for each official, pursuant to SDCL 7-7-9.1, SDCL 7-7-12, and SDCL 7-12-15; and

WHEREAS, it is the sense of the County Commission that these statutory minimum annual salaries are inadequate compensation for the duties discharged by these officials;

NOW THEREFORE BE IT RESOLVED, by the Minnehaha County Board of Commissioners, that the minimum annual base salaries for newly Elected Officials are set as follows:

State's Attorney	\$130,000.14
Sheriff	\$103,459.41
Auditor	\$84,926.61
Treasurer	\$84,926.61
Register of Deeds	\$84,926.61

In addition, effective December 14, 2019, the first day of the 2020 payroll year, the current or sitting elected official salaries including individuals currently in interim appointments shall be established as follows:

State's Attorney	\$130,000.14
Sheriff	\$136,984.23
Auditor	\$98,017.83
Treasurer	\$90,292.86
Register of Deeds	\$93,991.05

Dated this 10th day of December, 2019.

APPROVED BY THE COMMISSION:
Jean Bender
Chairman

ATTEST: Bob Litz, Auditor
Olivia Larson
Deputy Auditor

12/10/2019

MOTION by Beninga, seconded by Heiberger, to approve an annualized salary of \$130,000 for the Interim State's Attorney, Crystal Johnson, effective 12/6/19. 4 ayes.

MOTION by Heiberger, seconded by Beninga, to approve a step increase for Monte Watembach to 25/16 (\$5,069.60/bi-weekly) effective 12/13/19. 4 ayes.

HANDBOOK UPDATE

Carey Deaver, Human Resources Director, requested approval of updates to the Minnehaha County Employee Handbook. The following updates were proposed: Section 8.7, clarification on salary/step placement for demotions; Section 8.13, clarification that shift differential applies to employees who work a shift schedule; Section 10.3, change the policy on Extended Sick Leave (ESL) following the birth or adoption of a child providing ESL benefits during the first six (6) weeks and limiting ESL to six (6) weeks unless there is a serious health condition of a child; Section 10.4, remove the reference to "orientation period" in the PTO donation section; and 11.10, clarification that Employee Assistance Program sessions are for employees, spouses, and dependent children. Section 14.2 on allowable travel and business expenses would be updated for the main purpose of allowing meal reimbursements for same day travel if the destination is more than 30 miles outside of Minnehaha County and adding clarifications to allowable lodging and mileage expenses. MOTION by Heiberger, seconded by Beninga, to approve updates to the Minnehaha County Employee Handbook, Sections 8.7, 8.13, 10.3, 10.4, and 11.10 effective December 14, 2019, and to Section 14.2 effective January 1, 2020. By roll call vote: 4 ayes.

LIEN COMPROMISE

Melinda Storley, Commission Assistant, gave a briefing on an application for a compromise of lien for DPNO 22901 in the amount of \$19,102.12. The liens represents Hospital/Medical and Public Defender services provided to the lienee between May 1988 and March 1990. The lienee's son moved into her home after her passing on December 28, 1998. However, the deed for his mother's property was never legally transferred into his name. On October 9, 2018, the lienee's son passed away. The lien compromise applicant, Lyla Pederson, is a close friend of the family who is trying to help the son's remaining family build a new home. The current mobile home on the property is in disrepair. With the permission of the lienee's remaining children, the land deed was transferred to Ms. Pederson on August 26, 2019, for \$4,300.00. Additionally, Ms. Pederson paid \$4,242.17 in back taxes and \$14.00 in Public Defender fees. The request is for a compromise of the lien in full with no payment or comprise and release the lien from the real property with no payment. Ms. Pederson was present and spoke on the reasons for the lien compromise request. MOTION by Heiberger, seconded by Beninga, to approve Resolution MC19-58. By roll call vote: 4 ayes.

RESOLUTION MC19-58

WHEREAS, a County Aid Lien in the amount of \$19,102.12, purports to exist in favor of Minnehaha County and against DPNO 22901 as Lienee, and

WHEREAS, said lienee has filed an application with the County Auditor stating such facts as provided for by Law,

NOW, THEREFORE, BE IT RESOLVED that after due consideration of the circumstances the Board of County Commissioners finds it advisable and proper to authorize the Chair of the County Board and the County Auditor to execute the following:

Compromise and release the lien in full with no payment.

Dated at Sioux Falls, South Dakota, this 10th day of December, 2019.

12/10/2019

APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor

AGREEMENT

Joe Bosman, Deputy Sheriff Captain, presented an agreement between Minnehaha County and the Sioux Falls Regional Airport Authority to provide certified law enforcement officers in the airport terminal. Part time employees will be used to staff these positions. Responsibilities include responding to incidents at the screening checkpoint, apprehending passengers possessing prohibited items, neutralizing disorderly subjects, identifying loitering individuals, and verifying identification of all law enforcement officers and Federal Flight Deck Officers. The County will bill the Airport Authority on a monthly basis based on actual hourly wages paid for performing the services and attending required trainings. MOTION by Beninga, seconded by Karsky, to authorize the Chair to sign the 2020 Law Enforcement Officers Services Agreement with the Sioux Falls Regional Airport Authority beginning on January 1, 2020, and ending on December 31, 2020. 4 ayes.

BID AWARD

Joe Bosman, Deputy Sheriff Captain, reported on the November 8, 2019, bid opening for Bid #MC19-15, Sheriff's Office 9mm Handguns and Holsters. One bid was received from Kiesler Police Supply in the amount of \$428.50/unit for the full-size handgun and the carry handgun, and \$93.48 per unit for the holster version #1. The Kiesler bid did meet the requirements and specifications outlined in the bid documents. A trade-in value of \$380.00 per unit for the Sig Sauer P226 and P229 and trade-in value of \$330.00 per unit for the Sig Sauer P239 was included in the proposed contract for the bid award. MOTION by Karsky, seconded by Heiberger, to declare the current Sheriff's Office inventory of .40 caliber handguns as surplus for trade-in value. By roll call vote: 4 ayes. MOTION by Heiberger, seconded by Beninga, to award Bid #MC19-15, Sheriff's Office 9mm Handguns and Holsters, to Kiesler Police Supply and authorize the chair to sign the Contract for 9-MM Handguns and Holsters including the surplus handguns as trade-in value. By roll call vote: 4 ayes.

SURPLUS PROCEEDS

DJ Buthe, Highway Superintendent, presented the results from the sale of surplus Highway Department vehicles and equipment via auction through Iron Planet on October 31, 2019. After deducting Iron Planet's Commissions and Fees of \$11,206.00, the net proceeds of the sale were \$81,694.00. MOTION by Karsky, seconded by Heiberger, to allocate \$81,694.00 to the Highway Fund Sale of County Property (GL Account 3111000-374000). 4 ayes.

AGREEMENT

DJ Buthe, Highway Superintendent, gave a briefing on a Joint Powers Financial and Maintenance Agreement between Minnehaha County and the South Dakota Department of Transportation (SDDOT) for Rumble Strip/Pavement Marking Project #PH 0020(192), PCN 06TU. The project will place rumble stripes on 121 miles of various county roads and will be completely funded and administered by the SDDOT. The agreement is to confirm Minnehaha County's interest in participating in the program. MOTION by Heiberger, seconded by Karsky, to authorize the Chair to sign the Joint Powers Financial and Maintenance Agreement between Minnehaha County and the South Dakota Department of Transportation for Rumble Strip/Pavement Marking Project #PH 0020(192), PCN 06TU. 4 ayes.

12/10/2019

BID AWARD

DJ Buthe, Highway Superintendent, reported on the November 20, 2019, bid opening for Bid #19-16, Project MC18-10, Structures 50-198-085 and 50-245-050 replacements. Four bids were received from the following companies: Nolz Dragline & Constructions, Inc. at \$497,709.28; Dakota Contracting Corporation at \$539,801.30; Prahm Construction, Inc. at \$544,018.35; and BX Civil and Construction, Inc. at \$586,347.60. Staff recommended awarding the bid to the low bidder, Nolz Dragline & Construction Inc. The engineer's estimate was \$503,281.20. MOTION by Karsky, seconded by Heiberger, to award Bid #19-16, Project MC18-10, Structure 50-198-085 and 50-245-050 replacements to Nolz Dragline & Construction Inc. in the amount of \$497,709.28, and to authorize the Chair to sign the contractor contract. By roll call vote: 4 ayes.

AGREEMENTS

DJ Buthe, Highway Superintendent, presented an agreement between Minnehaha County, the City of Brandon, and the City of Sioux Falls for funding a preliminary design for Maple/Park Street. The agreement provides for the financial responsibility of the funding for a preliminary design for the Maple/Park Street project to be done by HDR Engineering. The cost split is based on the proration of roadway length within the three jurisdictions. The total cost of the preliminary design is \$169,150.00. Minnehaha County would be responsible for \$108,909.00, the City of Brandon would be responsible for \$18,602.00, and the City of Sioux Falls would be responsible for \$41,639.00. MOTION by Heiberger, seconded by Karsky, to authorize the Chair to sign the agreement between Minnehaha County, the City of Brandon, and the City of Sioux Falls for funding a preliminary design for Maple/Park Street. 4 ayes.

DJ Buthe, Highway Superintendent, presented a Professional Services Agreement between Minnehaha County and HDR Engineering for the Maple/Park Street preliminary design. The cost of the agreement will be shared between Minnehaha County, the City of Brandon, and the City of Sioux Falls. The cost is not to exceed \$169,150.00. The work is expected to be completed by the summer of 2020. MOTION by Karsky, seconded by Beninga, to authorize the Chair to sign the Professional Services Agreement between Minnehaha County and HDR Engineering, Inc. for the Maple/Park Street preliminary design at a cost not to exceed \$169,150.00. 4 ayes.

Carol Muller, Commission Administrative Officer, presented the 2020 Renewal Lease Agreement between Minnehaha County and Metro Communications Agency. Under the terms of the agreement Metro Communications will lease 4,296 square feet of space in the Public Safety Building at \$11.82 per square foot. Rates for subsequent years will be increased based on the Midwest Urban Consumer Price Index. Utilities, housekeeping, and upkeep of the facility is provided by the County. MOTION by Heiberger, seconded by Beninga, to authorize the Chair to sign the 2020 Lease Agreement between Minnehaha County and Metro Communications Agency for space in the Public Safety Building at \$11.82 per square foot effective January 1, 2020 thru December 31, 2020. 4 ayes.

LIAISON REPORT

Commissioner Beninga reported on Metro Communications Agency meetings where the topic of a new facility has been discussed. The City of Sioux Falls Mayor proposed using City owned land northeast of the airport. Clarification is being sought on the following items: how the building of a joint use facility would work and be funded and whether or not two government agencies can use bond issues to fund the same facility. Bob Litz, Auditor, stated that he and Kim Adamson, Finance & Budget Officer, will be meeting with the City of Sioux Falls Finance Department to discuss options on December 10, 2019.

Commissioner Heiberger reported on meeting with the Human Services Department last week. The Human Services Department's Alliance Program identified the twelve (12) top super utilizers in the County, and have been able to work through six (6) of the super utilizers since last October. Additionally, the budget for funeral

12/10/2019

expenses is getting low as the year comes to an end. On December 9, 2019, Alliance Program staff attended a meeting in Mankato, MN to learn about the Yellow Line Program.

Commissioner Heiberger reported on last week's Legislative Breakfast where the legislative platforms were discussed. Senator Deb Soholt, District 14, spoke on the summer studies on mental illness. Commissioner Bender noted that there was great communication amongst everyone in attendance.

Commissioner Karsky reported on the December 10, 2019, Public Defender's Office Advisory Board Meeting. Traci Smith, Public Defender, has done a good job getting the right programs and systems in place along with proper delegation of authority. Commissioner Bender spoke on the opportunity to meet the three supervisors within the Public Defender's Office who supervise violent felony cases, non-violent felony cases, and misdemeanor cases. Additionally, there is a good process in place to provide new attorneys the support they need as they develop professionally.

MOTION by Beninga, seconded by Heiberger, to recess the Minnehaha County Commission Meeting at 9:51 a.m. 4 ayes.

MOTION by Karsky, seconded by Beninga, to reconvene the Minnehaha County Commission Meeting at 10:01 a.m. 4 ayes.

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

MOTION by Karsky, seconded by Heiberger, to adjourn. 4 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, December 17, 2019.

APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor