

January 13, 2015

The meeting of the McCook County Commission was called to order in their Meeting Room by Chairman Marc Dick. Members present: Ralph Dybdahl, Ron Scharffenberg, Sheldon Butzke, and Steve Gordon.

Chairman Dick led the Pledge of Allegiance.

Chairman Dick called for approval of the Agenda. Motion made by Butzke to approve the Agenda. Second Dybdahl and motion carried.

The minutes from the December 23rd & December 30th meetings were sent to Board members for review prior to publication. Chairman Dick called for approval of same. Motion made by Scharffenberg to approve the minutes for publication. Second Dybdahl and motion carried.

Commissioner Reports: none.

States Attorney, Mike Fink, swore in Steve Gordon who will represent Commissioner District 1 for McCook County.

At this time, the meeting was turned over to Auditor Sherman to reorganize as the 2015 Board of County Commissioners. The Auditor called for nominations for a Chairman.

Butzke nominated Dybdahl as Chairman. Second was made by Scharffenberg. Gordon moved that nominations cease and Dybdahl be declared Chairman. All voted aye.

Dybdahl nominated Scharffenberg as Vice-Chairman. Second was made by Butzke. Gordon moved that nominations cease and Scharffenberg be declared Vice-Chairman. All voted aye.

Butzke nominated Gordon as Official Stamper. Second was made by Dick.

Scharffenberg moved that nominations cease and Gordon be declared Official Stamper.

All voted aye.

Chairman Dybdahl assumed control of the meeting.

Motion made by Scharffenberg, second Dick, and carried, to make the following appointments and designations for 2015. Authorize all county officials to attend meetings and workshops within the State of South Dakota, which are beneficial to McCook County. Note: Commissioner Meetings will be held the 2nd and 4th Tuesday of each month.

APPOINTMENTS: Gordon: 4-H Youth Advisory Board, Minnehaha County Regional Juvenile Detention Center Board. Dybdahl: Inter-Lakes Community Action Board, Southeast Enterprise Facilitation Project Board. Scharffenberg: Bridgewater Ambulance Board, Hanson-McCook Regional Library Board. Dick: Southeastern Behavioral Healthcare, Volunteers of America, Dakotas, South Eastern Council of Governments Board. Butzke: Weed Board, Emergency & Disasters Service. County Health Board: SD Department of Health and States Attorney Mike Fink. Planning & Zoning Board: Board of County Commissioners. Drainage Board: Board of County Commissioners. Public Health Physician: State Health Board. Highway Superintendent: Michael Kreutzfeldt. Custodian: Dwayne McIntyre. Weed Supervisor: John Heiberger. County Coroner: Andrew Kinzley.

DESIGNATIONS: Official county newspapers: Canistota Clipper, Salem Special and Bridgewater Tribune. Depositories for county monies: Farmers State Bank,

Bridgewater; The Security State Bank, Canistota; Security State Bank, Montrose; First Dakota National Bank, Salem; Security State Bank, Spencer.

Election Board workers will receive \$125.00 compensation for Election Day and \$25.00 for attending the election school.

Mileage will be paid at State rate and receipts will be required for meal reimbursement which will be paid through payroll according to IRS rules.

McCook County does not discriminate on the basis of handicapped status in the admission or access to, treatment of employment in, its programs or activities.

The wage scale for McCook County employees for fiscal year 2015 follows:

Salaried (includes longevity):

Geralyn Sherman, Auditor	\$40221
Geralyn Sherman, Welfare Director	\$ 2000
Michele Eichacker, Deputy Auditor	\$31832
Michele Eichacker, Welfare Billing	\$ 1000
Carol Lauer, Treasurer	\$39821
Rebecca Hoiten, Deputy Treasurer	\$31332
Annette VanEmmerik, Deputy Treasurer/Extension Secretary	\$29882
Laurie Schwans, Register of Deeds	\$40121
Beverly Bartling, Deputy Register of Deeds	\$31732
Tracy Hofer, Director of Equalization	\$39921
Tracy Hofer, Planning & Zoning Administrator	\$ 5000
Donald DeKnikker, Staff Appraiser	\$28782
Mike Fink, States Attorney	\$36200
Tammera Hofer, States Attorney Secretary	\$20650
Karen Fendrich, CHN Secretary	\$31532
Mark Norris, Sheriff	\$47450
Bria Clark, Deputy Sheriff	\$32400
Casey Urrutia, Deputy Sheriff	\$36500
Andrea Barth, Deputy Sheriff	\$32400
Randall Schwader, Deputy Sheriff	\$36500
Megan Jansma, Deputy Sheriff	\$36650
Lisa Kampshoff, Sheriff's Secretary/Dispatcher	\$31732
Lisa Kampshoff, 24/7 Secretary	\$ 2500
Michael Kreutzfeldt, Drainage Administrator	\$ 5000

Michelle Zelmer, Hwy Dept Administrative Assistant	\$31740
Michelle Zelmer, Drainage Secretary	\$ 3000
Bradley Stiefvater, EDS Director	\$33698
Dwayne McIntyre, Custodian	\$29765
John Heiberger, Weed Supervisor	\$ 8600
Ralph Dybdahl, Commissioner	\$ 7950
Sheldon Butzke, Commissioner	\$ 7850
Ronald Scharffenberg, Commissioner	\$ 7750
Marc Dick, Commissioner	\$ 7950
Steve Gordon, Commissioner	\$ 7600

Hourly:

Part-Time

Kay McCormick, Auditor's Office	\$13.09
Cleta Lentsch, Register of Deeds	\$13.09
Jim Lentsch, Courtroom Security Officer	\$13.09
Susanne Arnold, Assessor's Office	\$13.09
Keith Aden, Veteran's Service Officer	\$13.09
Sharon Hieb, Social Service's Office	\$11.21

Highway Department employees:

Michael Kreutzfeldt, Hwy. Supt. longevity	\$21.31 + \$950
Sam Boecker, Maintenance Worker longevity	\$16.81 + \$150
James Fecko, Maintenance Worker longevity	\$16.81 + \$350
Ron Heumiller, Maintenance Worker longevity	\$16.81 + \$150
Heath Koepsell, Maintenance Worker longevity	\$16.81 + \$250
Doug Mokros, Maintenance Worker longevity	\$16.81 + \$350
Travis Raap, Auto/Diesel Technician longevity	\$18.09 + \$350
Donnie Theel, Maintenance Worker longevity	\$16.81 + \$550
Brian Weber, Highway Technician longevity	\$18.09 + \$750
Joshua Zens, Maintenance Worker longevity	\$16.81 + \$250

Hwy Supt, Mic Kreutzfeldt, reported the present worth of inventory \$512,904.74; present worth gravel pit inventories \$259,412.38; present worth of fixed assets \$2,424,500.00 (excluding buildings). The 2014 expenditures on major projects and the ending budgets for Hwy Dept, Weed Dept and Drainage were reviewed. Kreutzfeldt recommended using the current material rates/pit royalties for 2015 as follows: gravel .90/ton; sand .90/ton; rock .90/ton; black dirt 1.50/cubic yard; clay .75/cubic yard. Equipment rates were reviewed. Kreutzfeldt noted that the labor rate charged to others doesn't reflect costs & should be increased. Moving Permit rates were also reviewed. Following review and discussion, motion was made by Dick to continue using 2014 material rates/pit royalties; to increase the per hour labor rate to \$29/hour; to eliminate flying permits and 9 month gravel road overweight permits; to charge \$10.00 per day per trip or \$25.00 per year per vehicle for over-dimension permit; and \$20.00 per trip for overweight permit which must be approved by the Hwy Superintendent. Second made by Butzke and motion carried. All rates are on file in the Hwy Dept Office.

Hwy Supt Kreutzfeldt presented the following quotes for 50/50 blend dyed diesel fuel: Coles Petroleum \$1.7405/gallon; Central Farmers Coop \$1.83/gallon; and Stern Oil \$1.8406/gallon. Motion made by Dick to accept quote from Coles Petroleum. Second Gordon and motion carried. Kreutzfeldt presented a utility permit for approval. Scope of project: 10 miles of URD with road crossings. Location: Intersection 431st Ave & 257th St 10 miles E, ending at US81. Motion made by Butzke to approve the permit for Southeastern Electric. Second by Scharffenberg and motion carried. At this time, updates/changes to the Hwy Dept Personnel Manual were reviewed & discussed. Motion made by Dick, second Gordon, and carried, to approve the changes/updates to the

following sections of the Personnel Manual: Section 1 Work Hours, Section 2 Pay, Section 5 Promotions, Transfer or Demotion, Section 6 Vacation Leave and Section 7 Sick Leave. Each Hwy Dept employee will receive an updated Personnel Manual documenting these changes. Kreutzfeldt recommended that an amendment to the equipment agreement between the Lake & McCook County Hwy Dept.'s due to the possibility of inequitable repair cost sharing. This will be addressed with an updated agreement. Discussed the Transportation Planning Grant that is available again in 2015, but will not apply at this time.

No new drainage permits.

Auditor Sherman and the Commissioners reviewed Care of Poor cases. Three Notices of Hospitalization were received from Avera McKennan Hospital One Notice of Hospitalization was received from Sanford Medical Center. A list of payments, received in December 2014, for county aid liens was also reviewed.

Mark Norris, Sheriff, met with the Commission to request the purchase of a new vehicle instead of a used one; budget difference of \$2000. Norris added that McCormick Motors has the State Bid for a Ford Explorer and that is the vehicle that would be purchased. Norris noted that the female deputies prefer the smaller vehicle compared to a pickup. Approval was given to purchase a new vehicle. In other business, Norris informed the Board that Deputy Clark is unable to move from Minnehaha to McCook County due to custody agreement. The Commission felt this should have been brought to the table at the time of hire, not now. Norris asked that Clark be given more time, until July 1, 2015, to get moved to McCook County. The Commission said it makes sense that law enforcement deputies reside in the county. Norris noted that there is no policy that

states this. Commissioners told Norris that they want law enforcement personnel living in the County and Clark has until July 1, 2015 to move to McCook County. Norris presented an email indicating McCook County will be receiving a 24/7 Program Staffing Grant in the amount of \$3000.00.

Tracy Hofer, Zoning Administrator, presented a plat for approval. Following review of the Plat Review Form provided by Hofer, motion was made by Gordon, second made by Butzke, and carried, to approve the following resolution:

“BE IT RESOLVED by the County Commission of McCook County, South Dakota, that the plat of Tract 1 of Schoenfelder’s Addition in the South Half of the Northeast Quarter of Section 11, Township 102 North, Range 53 West of the 5TH Principal Meridian, McCook County, South Dakota”, be and the same is hereby approved.

I hereby certify that the above is a correct copy of the resolution duly passed by the County Commission, at a meeting held on the date adopted.

Adopted this 13th day of January, 2015.

County Auditor, McCook County, South Dakota

Hofer updated the Commission on some of the House & Senate bills, affecting the DOE Office, that are being presented to the Legislature.

Motion made by Scharffenberg to authorize Chairman Dybdahl to sign 2015 Jail Contract between Davison and McCook Counties. The per-prisoner day rate has increased to \$90.00. Second made by Butzke and motion carried.

Two original copies of an Intergovernmental Contract for the SD Public Assurance Alliance were presented to the Board. Due to the transition of services from a third-party contractor to in-house, it is necessary to complete a new contract between McCook County and the SDPAA. Motion made by Gordon to authorize Chairman Dybdahl to sign the 2 original contracts. Second made by Dick and motion carried.

The December, 2014 Law Enforcement Report was noted & filed.

The December, 2014 Clerk of Courts Report was noted & filed.

The 4th Qtr 2014 Community Health Nurse Report was noted & filed.

The December 2014 Activities Report for Southeast Enterprise Facilitation Project was noted & filed.

The following building permits were issued the month of December, 2014:

2014-91 27-102-53	Matt Klinkhammer	16x24 detached garage	Addn in SW4
2014-92 Larson's Addn in W2SW4 35-102-53	Darrell & Hollie Engbrecht	25x56x14 pole shed	Lot A Tract 2
2014-93 Flannery's Addn SE4 31-103-53	Devon Wagner	28x24 addition to house	Tract 1
2014-94 & SE4SW4SE4 & W2SE4SE4SE4 & E2SE4SE4SE4 26-101-53	Chad & Clair Barutt	new house	SW4SE4SE4

Following review of two chair options for the Commission Meeting Room, motion was made by Dick to purchase seven (7) chairs from A & B Business Solutions; \$186.32/chair. Second made by Butzke and motion carried.

Motion made by Dick, second Gordon, and carried, to pay claims: GENERAL FUND: Bi-Weekly Payroll: 01/04/15: Commissioners 2269.24; Auditor 3367.43; Treasurer 3409.32; *step increase: Annette VanEmmerik \$100/month; States Attorney 2186.54; Custodian 1139.04; Dir of Equalization 3775.45; Register of Deeds 3917.43; Veterans Service Officer 366.53; Sheriff 5730.10; Contract Law 4511.55; Care of Poor 115.38; Welfare 269.04; Community Health Nurse Secretary 1199.31; Extension Secretary, 461.26; Weed Dept 330.77; Drainage 307.69; Planning & Zoning 192.31. Grand Jury fees & mileage, 437.00; Unemployment Ins Div of SD, 4th qtr 2014 contribution, 217.02; SD Remittance Center, lab services, 105.00; A & B Business

Solutions, monthly copier contract 27.31, office supplies 120.31; AutoEx, law enforcement auto repairs & supplies 300.82; Avera Queen of Peace Health Services, blood alcohols 426.00; Bridgewater City, care of poor 60.72; Card Service Center, K-9 supplies 32.84, law enforcement auto fuel & batteries & postage 298.85, phone & camera case 89.89; City of Bridgewater, January ambulance appropriation 2936.42; Dust-Tex Service, dust mop rental 27.17; Sharon Hieb, Food Pantry supplies 13.76; Lewis & Clark BHS, alleged mental illness services 160.00; Marco, monthly copier contract 172.24; McCook Conservation District, 1st qtr 2015 appropriation 3000.00; McCook County EMS, ½ 2015 appropriation 79667.00; McCook County Publishers, publishing 792.50; Microfilm Imaging Systems, scanning equipment rent 305.00, computer/software rent 92.00, E-Share Secure rent 55.00; Mitchell Clinic, prisoner care 141.92; Nat'l Assn of Counties, 2015 dues 450.00; Noll Collection Service, lien collection fee 234.20; Melissa Odens, court reporting, 91.20; Puthoff Repair, 2 skids 81.00; RBS Sanitation, garbage service 56.25; Record Keepers Inc, vault box storage 19.25; Salem City, utilities 70.77; Salem Community Drug, batteries 4.98, thank you cards 17.97, care of poor 5.23; Salem Farmers Market, open house supplies 17.15; Salem Sales, law enforcement auto fuel 2784.10; Salem Senior Citizens, 2015 appropriation 1250.00; Salem Special, ads 135.00; The Schneider Corp, Beacon website hosting 2265.00, annual system support 6600.00, annual Agland support 1250.00, annual Geogear support 750.00; SD Dept of Public Safety, 6 months teletype service 2340.00; SD Sheriff's Assn, 2015 membership dues 518.54; SD State's Atty Assn, 2015 membership dues 759.00; SDACC, 2015 membership dues 1286.52; SDACO, 2015 membership dues 918.26; SDAE4-HP, 2015 membership dues 120.00; SDML Work Comp Fund, 2015 work comp renewal 8629.75;

Sioux Falls Two Way Radio, radio repair 25.00; South Eastern Council of Governments, 2015 dues 11259.00; Brenda Stadel, website changes 62.50; Storey Kenworthy/Matt Parrott, tax forms 116.25; Sturdevant's Auto Supply, remote battery 2.98; T & C's Pit Stop, law enforcement auto fuel 124.34; Titan Machinery, rental tractor repairs 1685.40; Total Stop Food Store, law enforcement auto fuel, 179.55; Triotel Communications, telephone/internet services 828.06; Verizon Wireless, cell phone service 80.97, internet modem service 212.07; Yankton County Sheriff, serving papers 25.00; Zapp Hardware, Courthouse supplies 58.28; Zuercher Technologies, annual software support 3830.40.

COUNTY ROAD & BRIDGE FUND: Bi-Weekly Payroll: 01/04/15: Hwy Dept 18281.92. AutoEx LLC, alignment 91.00; Card Service Center, office supplies 301.95, car wash 27.95; ESRI, software maintenance renewal 250.00; Gessner Welding & Repair, parts & labor 460.25; Mac's Inc, tools 52.10; Mitchell Concrete Products, cement-Spencer project 237.75; Puthoff Repair, parts 4.11; RBS Sanitation, garbage service 56.25; Salem City, utilities 73.84; Salem Lumber, paint stripper & brush 45.39; SDML Work Comp Fund, 2015 work comp renewal 16256.24; Sheehan Mack Sales & Equipment, parts 56.35; South Eastern Council of Governments, HMGP-Co Rd 25 project 1106.25; Southeastern Electric, utilities 28.59; Stan Houston Equipment, chain saw parts 8.40; Sturdevant's Auto Supply, supplies 219.27; Triotel Communications, telephone/internet service 101.96; Verizon Wireless, cell phone service 63.84; Zapp Hardware, supplies 55.11.

911 EMERGENCY REPORTING SYSTEM FUND: Golden West Telecommunications, 911 telephone service, 371.72; Mitchell Regional 911 Center, 1st qtr E911 services, 11236.00; Triotel Communications, 911 telephone service, 215.20.

EMERGENCY & DISASTER SERVICES FUND: Bi-Weekly Payroll: 01/04/15:
EDS Director 1259.54. SDML Work Comp Fund, 2015 work comp renewal, 845.54;
Sioux Falls Two Way Radio, repeater repair, 643.00;Triotel Communications, telephone
& internet service, 91.87.

24/7 SOBRIETY FUND: Bi-Weekly Payroll: 01/04/15: Sheriff
Secretary/Dispatcher 96.15. SDML Work Comp Fund, 2015 work comp renewal, 6.47.

PAYROLL CONTRIBUTIONS – ALL FUNDS: 01/04/15: Dir of IRS, county
share of FICA 3026.36, Medicare 707.78; SD Retirement System, county share of
retirement contribution, 3177.90; Wellmark Blue Cross/Blue Shield, county share of
health insurance premium, 5040.97.

The Auditor's Account with the County Treasurer for the month of December,
2014: deposits in banks, \$2,635,667.23; cash to deposit, \$408.81; checks to deposit,
\$17,623.42; CC payments, \$20.00; Cash Items (postage) \$0; Treasurer's Cash,
\$1,670.00; Register of Deeds, \$450.00; Sheriff, \$500.00; Passbook Savings, \$21,127.39;
CD's, \$800,000.00. The total deposits on hand: \$3,477,466.85.

The meeting adjourned subject to call.

Dated this 13^h day of January, 2015.

Ralph Dybdahl

Chairman, McCook
County Commission

ATTEST:

Geralyn Sherman _____
Auditor, McCook County