LAKE COUNTY COMMISSION MINUTES
DECEMBER 1, 2020

The Board of Lake County Commissioners met in regular session on December 1, 2020 at 9 a.m. in the commission meeting room at the Lake County courthouse. Chair Kelli Wollmann called the meeting to order. Auditor Barrick called roll call: Commissioner Roger Hageman, Commissioner Deb Reinicke, Commissioner Dennis Slaughter, and Commissioner Kelli Wollmann all present. Absent: Commissioner Aaron Johnson. The Pledge of Allegiance was recited.

AGENDA APPROVED:

Chair Wollmann told the board that the 4H Friends Grant will be moved to a later date. Auditor Barrick told the board that the Register of Deeds monthly report is to be removed from today's agenda. Motion by Reinicke, second by Slaughter, to approve the agenda of December 1, 2020 with the changes. Motion carried.

MINUTES APPROVED:

Motion by Hageman, second by Slaughter, to approve the unapproved minutes of November 17, 2020. Motion carried.

COMMUNITY COMMENTS: None

PAYROLL APPROVED:

Motion by Reinicke, second by Hageman, to approve the payroll of November 16-November 29, 2020. Motion carried. Commissioners: $5,572.01; Auditors Ofc: $4,645.92; Treasurers Ofc: $4,805.92; States Attorney Ofc: $8,203.77; Govt Bldgs: $4,496.48; Dir Equalization Ofc: $5,907.66; Register Deeds Ofc: $3,366.19; VSO: $577.28; Sheriff Ofc: $17,857.24; Jail: $17,349.31; Coroner: $576.75; EMA: $1,697.60; 911 Comm Center: $11,305.69; 24/7: $1,106.08; Road & Bridge: $17,896.55; Welfare: $74.00; CHN: $1,145.52; WIC: $127.28; Extension: $1,316.00; Zoning: $1,592.96. Grand Total $109,620.21.

ACCOUNTS PAYABLE:

Motion by Hageman, second by Slaughter, to approve the accounts payable of November 20, 30 and December 2, 2020. Motion carried.

Accounts Payable 11-20-20 General: Dakotaland Fed Cr Union, $75.00, Lake Co Treasurer, Withholdings, $15,487.61, Office Child Support Enf, Child Support, $260.77, **Hwy Rd-Br:** Lake Co Treasurer, Withholdings, $4,314.19, **911 Comm:** Lake Co Treasurer, Withholdings, 2,324.32, Office Child Support Enf, Child Support, $251.62, **EMA:** Lake Co Treasurer, Withholdings, $400.92, **24/7:** Lake Co Treasurer, Withholdings, $240.99 **Grand Total: $23,355.42**

Accounts Payable 11-30-20 General: SD Supp Retirement Plan, Nov 20 Collections, $1,890.00, Avera Health Plans, Dec 20 Health Ins Prem, $3,028.39, Optilegra Inc, Dec 20 Vision Upgrade, $213.75, Aflac, Nov Cancer/Int Care, $2,292.55, SD Retirement System, Nov 20 Collections, $8,489.27, **Commissioner:** Optilegra Inc, Dec 20 Vision Prem, $35.76, Unum Life Insurance, Dec 20 Life Ins Prem, $19.17, Midcontinent Comm, Service, $31.92, **Auditor:** SD Retirement System, Nov 20 Collections, $604.23, Avera Health Plans, Dec 20 Health Ins Prem, $1,153.50, Optilegra Inc, Dec 20 Vision Prem, $17.88, Unum Life Insurance, Dec 20 Life Ins Prem, $14.40, Lake County Treasurer, Oct ACH Charges, $29.24, Midcontinent Comm, Service, $23.94, **Treasurer:** SD Retirement System, Nov 20 Collections, $576.72, Avera Health Plans, Dec 20 Health Ins Prem, $1,730.25, Optilegra Inc, Dec 20 Vision Prem, $26.82, Unum Life Insurance, Dec 20 Life Ins Prem, $14.40, **St Atty:** SD Retirement System, Nov 20 Collections, $989.44, Avera Health Plans, Dec 20 Health Ins Prem, $1,153.50, Optilegra Inc, Dec 20 Vision Prem, $26.82, Unum Life Insurance, Dec 20 Life Ins Prem, $14.40, Midcontinent Comm, Service, $31.92, **Gvt Bldg:** SD Retirement System, Nov 20 Collections, $539.56, Avera Health Plans, Dec 20 Health Ins Prem, $1,153.50, Optilegra Inc, Dec 20 Vision Prem, $26.82, Unum Life Insurance, Dec 20 Life Ins Prem, $14.40, Northwestern Energy, Service, $10.00, City Of Madison, Util/Mower Shed, $26.46, Midcontinent Comm, Service, $7.98, **DOE:** SD Retirement System, Nov 20 Collections, $716.84, Avera Health Plans, Dec 20 Health Ins Prem, $1,730.25, Optilegra Inc, Dec 20 Vision Prem, $26.82, Unum Life Insurance, Dec 20 Life Ins Prem, $19.20, Midcontinent Comm, Service, $39.90**, ROD:** SD Retirement System, Nov 20

Collections, $153.12, Avera Health Plans, Dec 20 Health Ins Prem, $1,153.50, Optilegra Inc, Dec 20 Vision Prem, $17.88, Unum Life Insurance, Dec 20 Life Ins Premium, $9.60**,** Midcontinent Comm, Service, $15.96, **VSO:** Midcontinent Comm, Service, $7.98**, Sheriff:** SD Retirement System, Nov 20 Collections, $2,395.28, Avera Health Plans, Dec 20 Health Ins Prem, $3,460.50**,** Optilegra Inc, Dec 20 Vision Prem, $71.52, Unum Life Insurance, Dec 20 Life Ins Prem, $38.40**,** At&T Mobility, Service, $302.12, **Jail:** SD Retirement System, Nov 20 Collections, $1,927.76**,** Avera Health Plans, Dec 20 Health Ins Prem, $3,460.50, Optilegra Inc, Dec 20 Vision Prem, $53.64**,** Unum Life Insurance, Dec 20 Life Ins Prem, $33.60, Northwestern Energy, Service, $238.96**,** Midcontinent Comm, Service/Sheriff, $143.58, **Coroner:** Optilegra Inc, Dec 20 Vision Prem, $8.94**,** Unum Life Insurance, Dec 20 Life Ins Prem, $4.80, **Support Of Poor:** SD Retirement System, Nov 20 Collections, $8.88**,** Avera Health Plans, Dec 20 Health Ins Prem, $28.84, Optilegra Inc, Dec 20 Vision Prem, $.45**,** Unum Life Insurance, Dec 20 Life Ins Prem, $.24, Midcontinent Comm, Service, $7.98**, CHN:** SD Retirement System, Nov 20 Collections, $140.33, Optilegra Inc, Dec 20 Vision Prem, $7.15**,** Unum Life Insurance, Dec 20 Life Ins Prem, $3.84, **WIC:** SD Retirement System, Nov 20 Collections, $12.41, Optilegra Inc, Dec 20 Vision Prem, $1.79, Unum Life Insurance, Dec 20 Life Ins Prem, $.96, **Recreation:** AT&T Mobility, Service/Pub Access, $43.16**, Extension:** SD Retirement System, Nov 20 Collections, $160.39, Unum Life Insurance, Dec 20 Life Ins Prem, $4.80**,** Midcontinent Comm, Service, $7.98, Northwestern Energy, Service, $113.63**,** City Of Madison, Utilities, $521.97, **Weed:** Midcontinent Comm, Service, $7.98, **Zoning:** SD Retirement System, Nov 20 Collections, $191.16, Avera Health Plans, Dec 20 Health Ins Prem, $547.91, Optilegra Inc, Dec 20 Vision Premium, $8.49, Unum Life Insurance, Dec 20 Life Ins Prem, $4.56, Midcontinent Comm, Service, $7.98, **Hwy Rd-Br:** SD Supp Retirement Plan, Nov 20 Collections, $387.50, Avera Health Plans, Dec 20 Emp/Sp/Ch, $1,534.64, Optilegra Inc, Dec 20 Vision Upgrade, $112.27, Aflac, Nov Cancer/Int Care, $308.50, SD Retirement System, Nov 20 Collections, $4,292.44, Avera Health Plans, Dec 20 Health Ins Prem, $5,767.50, Optilegra Inc, Dec 20 Vision Prem, $89.40, Unum Life Insurance, Dec 20 Life Ins Prem, $52.80, Northwestern Energy, Service, $194.15, City Of Madison, Utilities, $550.57, Sioux Valley Energy, Hwy 34 St Lights, $166.50, Midcontinent Comm, Service, $15.96, **911 Comm:** SD Supp Retirement Plan, Nov 20 Collections, $105.00, Avera Health Plans, Dec 20 Emp/Fam (1) Prem, $1,062.28, Optilegra Inc, Dec 20 Vision Upgrade, $12.20, Aflac, Nov Cancer/Int Care, $206.38, SD Retirement System, Nov 20 Collections, $2,321.44, Avera Health Plans, Dec 20 Health Ins Prem, $4,037.25, Optilegra Inc, Dec 20 Vision Prem, $62.58, Unum Life Insurance, Dec 20 Life Ins Prem, $28.80, Midcontinent Comm, Service, $15.96, Sioux Valley Energy, Service, $105.79, **EMA:** SD Supp Retirement Plan, Nov 20 Collections, $25.00, Aflac, Nov Cancer/Int Care, $28.08, SD Retirement System, Nov 20 Collections, $407.44, Avera Health Plans, Dec 20 Health Ins Prem, $576.75, Optilegra Inc, Dec 20 Vision Prem, $8.94, Unum Life Insurance, Dec 20 Life Ins Prem, $4.80, Sioux Valley Energy, Lake Sirens (8), $510.78, Midcontinent Comm, Service, $7.98, Northwestern Energy, Service, $17.38, City Of Madison, Utilities, $224.69, **24/7:** SD Retirement System, Nov 20 Collections, $73.15 **Grand Total: $65,365.42**

Accounts Payable 12-02-20 Commissioner: Schaefer, Alan, Mtg/Mileage/BOA, $37.60**,** Chamber Of Commerce, 2021 Membership Dues, $175.00, Infotech Solutions Llc, Ofc 365 (3), $15.00**, Elections:** Election Sys & Software, EV Audio/Layout/Coding-General Election, $1,667.50**,** Infotech Solutions Llc, Tech (2), $66.00, **Judicial:** Frantzen Reporting, Transcript, $31.50**,** Daniel P Feldhaus Report, Transcripts (2), $64.00, De Castro, Manuel J Jr, CAA Fees, $4,618.70**,** Kleibacker, Wilson, CAA Fees, $1,007.00, Stanford, Lori, CAA Fees, $800.25**,** Dawson, Jacob D, CAA Fees, $11,115.30, **WITNESS-JUROR-APPEARANCE FEES/MILEAGE:** Bohl, Dan, $50.84**,** Broer, Jessica, $50.84, Ferber, Mark, $50.84, Frantzen, Jeffrey, $58.40, Larson, Todd, $60.92, Limmer, Mark, $55.88, Nielsen, Merlin, $58.40 , Spier, Kip, $50.84, **Auditor:** Marco Technologies Llc, Copier Usage, $15.57, Infotech Solutions Llc, Email (3)/Tech (3), $114.00, Office Peeps Inc, Card Stock, $7.90, **Treasurer:** One Recipient, Deductible Reimbursement, $750.00, A & B Business Solutions, Printer Maint, $192.75, Infotech Solutions Llc, Ofc 365 (3)/Tech (4)/Net Cable, $174.84, **St Atty:** Infotech Solutions Llc, Ofc 365 (4)/Tech (5), $185.00, Office Peeps Inc, Hp Ink/Env/Labels/Correct Tap, $302.61,

Gust, Shelli L, Cell Phone Reimbursement, $360.00, Thompson, Jennie, Cell Phone Reimbursement, $360.00, State Bar Of SD, Fastcase Sub/Aug-July, $275.00, **Gvt Bldg:** Builders First Source, Sheetrock/PSB Laundry, $13.50, Infotech Solutions Llc, Ofc (1)/Tech (1), $38.00, Grainger, Flood Lighting/N Entryway, $89.50, Cole's Petroleum Inc, Gas/Diesel, $122.21, Shred-It USA, Service, $169.77, Hare, David, Cell Phone Reimbursement, $360.00, **DOE:** Century Business Prod In, Copier Maint/Usage, $70.94, Infotech Solutions Llc, Ofc 365 (4)/Tech (6), $218.00, Office Peeps Inc, Color Paper/Toner/Eraser/Tape, $104.31, **ROD:** Century Business Prod In, Copier Maint, $26.25, Infotech Solutions Llc, Ofc 365 (2)/Tech (4), $152.00, Government Forms & Supplies, Mort Bind-5/Rec Binder/Paper, $996.28, US Records Midwest, Platted Lot Index Book (1), $1,099.97, Office Peeps Inc, Eraser/Labels/Copyholder/Lead, $36.53, **VSO:** Infotech Solutions Llc, Ofc 365(2)/Tech (1), $47.95, **GIS:** Infotech Solutions Llc, Tech (1), $33.00, **IT:** Infotech Solutions Llc, Tech (2)/Apc Back-Up/Battery, $1,149.98, **Sheriff:** Madison Reg Health System,15 Bl Alcohols, $1,395.00, A & B Business Solutions, Copier Maint, $38.75, Infotech Solutions Llc, Ofc (12)/Tech (15)/Install Leos, $806.67, Cole's Petroleum Inc, Gas, $993.25, State Bar Of SD, Fastcase Sub/Aug-July, $275.00, **Jail:** A & B Business Solutions, Printer Maint/Usage, $25.69**,** Office Peeps Inc, Toner, $73.40, Infotech Solutions Llc, Ofc 365 (10)/Tech (4), $192.00, Madison Reg Health System, prisoner care, $564.22, Phoenix Supply, Nitrile Gloves (20,000)/Covid, $3,567.58, **Support Of Poor:** Infotech Solutions Llc, Ofc 365 (1)/Tech (1), $38.00, **MI Board:** Lincoln County Treasurer, MI Serv, $515.94, Katterhagen, Mark, MI Serv, $33.00, Lockwood, Darcy, MI Hearing, $33.00, Lewis & Clark Bhs, MI Serv, $184.00, Yankton Co Sheriff's Ofc, MI Serv, $50.00, Yankton County Treasurer, MI Serv, $190.40, Lewno, Lucy, MI Hearing, $343.00, **Recreation:** Doug's Rentals, Dock Removal/Lk Madison, $170.00, **Extension:** Century Business Prod Inc, Copier Maint/Usage, $64.42, SDSU Extension, Travel/State Fair-Hayford, $51.10, Infotech Solutions Llc, Update Firmware Router, $62.50, Schiernbeck, Carrie, Wood Slices/Christ Trees/Glue, $126.91, **Zoning:** Infotech Solutions Llc, Ofc 365 (1)/Tech (1), $48.00, **Hwy Rd-Br:** Banner Associates Inc, Culvert/40-190-192, $1,998.12, Madison Reg Health System, Pre Employment(2), $250.00, T & H Welding, Snow Plow Blade Labor, $1,000.04, Krug Products Inc, Air Hose Repair, $476.76, Boyer Trucks, Stud-Wheel/Nut-Flange, $86.90, Aramark Uniform Services, Service, $157.64, Sturdevant's Auto Parts, Pigtail/Electrical Plug, $3.51, Equipment Blades Inc, Universal Strap, $168.00, State Steel Of SD, Steel Skids-Sander (2), $1,313.20, Lake County Treasurer, Certified Mail (2), $13.90, Myrl & Roy's Paving Inc, Hot Mix/46.22 Ton, $2,542.10, Cole's Petroleum Inc, Gas/Diesel, $5,215.23, Infotech Solutions Llc, Ofc 365 (2)/Tech (2), $91.00, Lyle Signs Inc, 911 Signs/Numbers, $199.44, **911 Comm:** Infotech Solutions Llc, Ofc 365 (2)/Tech (4), $142.00, F & M Coop, Annual Tank Rental/ Generator, $36.00, Office Peeps Inc, Dispatch Chair, $335.00, Infotech Solutions Llc, Dell Comp/Hub/ Monitor-Upgrade, $4,817.37, **EMA:** Infotech Solutions Llc, Ofc 365 (1)/Tech (1), $45.50, F & M Coop Oil Company, Propane(Covid)/Rain-X, $32.42, Cole's Petroleum Inc, Gas, $129.05, **Gvt Bldg:** Grainger, Prewired Outlets/Treas-Covid, $208.02, Amert Construction Co, Window/St Atty-Covid, $200.00, **24/7:** A & B Business Solutions, Toshiba E-Studio Copier, $3,328.00 **Grand Total: $60,131.70**

APPROVE FUEL QUOTES:

The board reviewed the following fuel quotes dated November 24, 2020: Cole's Petroleum, ethanol-1.4493, #1 diesel-1.5770, #2 diesel-1.4275; F&M Co-op, ethanol-1.453, #1 diesel-$1.611, #2 diesel-1.466; Farstad Oil, ethanol-1.51, #1 diesel-1.595, #2 diesel-1.595. Motion by Hageman, second by Reinicke, to approve the low quote of Cole's petroleum. Motion carried.

FEEDING SOUTH DAKOTA APPLICATION/4H GROUNDS:

At the September 1st commission meeting, the board approved an application from Feeding South Dakota to use the parking lot at the 4H grounds as their food distribution site. The board chose to review this application in 3 months. CAO Shelli Gust presented to the board the application and asked the board if they would like to continue with this rental agreement. Gust has contacted Bldgs and Grounds Supt. Dave Hare, Sheriff Tim Walburg, and 4H Advisor Jen Hayford to see if they have had any negative issues. No negative issues were brought up. Gust was asked to check if there is a termination clause in the contract. Motion by Reinicke, second by Hageman to extend the approval of

Feeding South Dakota's application for a food distribution event on the 2nd Monday of each month from 1:15-3:15 p.m. and this application will be reviewed quarterly. Motion carried.

LAKE COUNTY MULTI-JURISDICTIONAL PRE-DISASTER MITIGATION AGREEMENT:

CAO Gust presented to the board the agreement to participate in a Pre-Disaster Mitigation Plan (PDM). The current PDM plan will expire September 2023. Motion by Reinicke, second by Slaughter, to participate in the FEMA pre-disaster mitigation planning process and develop a revised multi-jurisdictional plan and authorize the chair to sign the letter agreeing to participate. Motion carried.

2021 LIQUOR LICENSE RENEWALS:

Auditor Barrick presented the following 2021 alcoholic beverage license renewal applications: Broadwater 2014 Inc., RL-6186, retail on-sale liquor and lottery; Blucabana LLC, RL-6080, retail on-sale liquor; Madison Country Club Inc., RL-5731, retail on-sale liquor, The Lakes Bar and Grill, RL-6313, retail on-sale liquor and lottery; URBARTHE Point LLC The Point, RL-5232, retail on-sale liquor; Hef's, PL-4498, package off sale liquor and lottery, and Sea Store, RW-24012, retail on-off sale wine and cider. The taxes have been paid and the sheriff has had no problems with these establishments. Motion by Slaughter, second by Reinicke, to approve the 2021 license renewals. Motion carried. The county has one retail on-sale liquor license for sale.

2018-2019 COUNTY AUDIT:

Maria Schwader, Dept of Legislative Audit, met with the board to present the engagement letter for the 2018-2019 audit. Schwader discussed the following items: purpose of the audit, audit objectives, management responsibilities, and internal controls. She also presented to the board the Peer Review Report from the National State Auditors Association. Motion by Reinicke, second by Hageman, to acknowledge receipt of the engagement letter for the 2018-2019 audit and the Peer Review Report from the South Dakota Department of Legislative Audit. Motion carried.

PERSONNEL POLICY/HOLIDAY AND OVERTIME PAY:

CAO Gust reported to the board the personnel policy committee has met to review the way that holiday pay and overtime pay is handled under the current policy. Currently, hours worked on a holiday are not counted towards hours worked for overtime purposes. Gust presented a slide that showed an employee who worked a holiday and those holiday hours were not included in overtime pay and one that did not work the holiday and received overtime pay. In the scenario she showed, both employees received the same wage at the end of the week. The incentive for employees to work holidays is not there. By giving the staff at the Jail, Sheriff and 911 staff those extra overtime hours would help fill holiday shifts. The personnel policy committee would like to discuss the possibility of changing our current policy to count hours worked on a holiday towards hours worked for overtime purposes. This would primarily affect the Sheriff's Office, Jail, 911, and on very rare weather occasions, the Highway Department. Commissioner Slaughter asked that this be moved to the next Commission meeting.

MEETINGS ATTENDED:

Commissioner Slaughter met with Hwy Supt. Nelson and a representative from the Governor's Office of Economic Development and attended an East Dakota Transmit meeting. Commissioner Wollmann attended 4H Friends.

OCTOBER 2020 REPORTS RECEIVED: Auditor's account with the Treasurer $13,908,671.22, Auditor' general ledger $13,908,862.31, variance ($191.09), Sheriff fees collected $10,289.91 and Zoning/Drainage fees collected $5,468.00.

ADJOURN:

Motion by Hageman, second by Reinicke, to adjourn the meeting at 9:40 a.m. Motion carried. The next regular meeting will be Tuesday, December 15, 2020 at 9 a.m.

/s/ Paula Barrick
PAULA BARRICK
Lake County Auditor

/s/ Kelli Wollmann
KELLI WOLLMANN
Chair, Lake County Commission

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