LAKE COUNTY COMMISSION MINUTES
OCTOBER 5, 2021

The Board of Lake County Commissioners met in regular session on October 5, 2021 at 9 a.m. in the commission meeting room at the Lake County Courthouse. Chair Kelli Wollmann called the meeting to order. Auditor Paula Barrick called roll call: Commissioner Aaron Johnson, Commissioner Adam Leighton, Commissioner Deb Reinicke, Commissioner Dennis Slaughter, and Chair Kelli Wollmann all present. The Pledge of Allegiance was recited.

COMMUNITY COMMENTS: None

AGENDA APPROVED:

Auditor Barrick told the board Patti Guthrie, Software Services, was unable to attend and Resolution 2021-25 will be on the agenda for the next meeting. Motion by Reinicke, second by Slaughter, to approve the agenda of October 5, 2021, with the changes. Motion carried.

MINUTES APPROVED:

Motion by Leighton, second by Johnson, to approve the unapproved minutes of September 21, 2021. Motion carried.

PAYROLL APPROVED:

Motion by Reinicke, second by Johnson, to approve the payroll of Sept 20, 2021 – Oct 3, 2021. Motion carried. Commissioners: $5,761.30; Auditors Ofc: $4,823.43; Treasurers Ofc: $4,784.23; States Attorney Ofc: $8,692.15; Govt Bldgs: $4,830.88; Dir Equalization Ofc: $6,186.01; Register Deeds Ofc: $3,492.81; Sheriff Ofc: $16,081.16; Jail: $12,063.16; Coroner: $598.76; EMA: $1,748.80; 911 Comm Center: $9,446.39; 24/7: $931.92; Road & Bridge: $16,684.95; Welfare: $76.24; CHN: $160.00; WIC: $40.00; Extension; $1,555.20; Zoning; $1,640.85. Grand Total $99,598.24.

ACCOUNTS PAYABLE:

Motion by Slaughter, second by Leighton, to approve the accounts payable of September 24 & 29, and October 6, 2021. Motion carried.

Accounts Payable 9-24-21 General: OCSE, Child Support, $260.77, Dakotaland Fed Cr Union, Cu 9-24-21, $75.00, Lake Co Treasurer, Withholdings, $15,201.00, **Hwy Rd-Br:** Lake Co Treasurer, Withholdings, $3,532.70, **911 Comm:** OCSE, Child Support, $214.23, Lake Co Treasurer, Withholdings, $2,365.12, **EMA:** Lake Co Treasurer, Withholdings, $408.06, **24/7:** Lake Co Treasurer, Withholdings, $200.87, **Grand Total: $22,257.75**

Accounts Payable 9-29-21 General: Aflac, Ded, $1,941.38, Avera, Prem, $18,224.00, Optilegra, Prem, $490.95, SD Retirement System, Collections, $17,283.18, SD Supp Retirement Plan, Ded, $2,691.04, Unum, Prem, $210.40, Delta Dental, Ded, $547.20, **Commissioner:** Midco, Util, $32.00, **Auditor:** Avera, Prem, $598.76, Optilegra, Prem, $8.94, Unum, Prem, $5.20, Midco, Util, $24.00, Lake County Treasurer, ACH Chg, $28.76, **Treasurer:** Avera, Prem, $598.76, Optilegra, Prem, $8.94, Unum, Prem, $5.20, Delta Dental, Ded, $44.00, **St Atty**: Midco, Util, $32.00, **Govt Bldgs:** City Of Madison, Util, $217.04, Midco, Util, $8.00, Northwestern Energy, Util, $10.00, **DOE:** Midco, Util, $40.00, **ROD:** Midco, Util, $16.00, **VSO:** Midco, Util, $8.00, **Jail:** Midco, Util, $144.00, Northwestern Energy, Util, $58.73, **Support Of Poor:** Midco, Util, $8.00, **Extension:** City Of Madison, Util, $833.53, Midco, Util, $8.00, Northwestern Energy, Util, $10.00, **Weed:** Midco, Util, $8.00, **Zoning:** Midco, Util, $8.00, **Hwy Rd-Br:** Aflac, Ded, $301.40, Avera, Prem, $7,273.32, Optilegra, Prem, $144.79, SD Retirement System, Collections, $4,087.74, SD Supp Retirement Plan, Collections, $250.00, Unum, Prem, $57.20, Delta Dental, Ded, $239.20, City Of Madison, Util/Serv, $1,097.35, Northwestern Energy, Util, $10.94, Sioux Valley Energy, Util, $166.50, Midco, Util, $16.00, **911 Comm:** Aflac, Ded, $323.00, Avera, Prem, $5,113.31, Optilegra, Prem, $65.84, SD Retirement System, Collections, $2,425.72, SD Supp Retirement Plan, Collections, $105.00, Unum, Prem, $31.20, Delta Dental, Ded, $88.00, Midco, Util, $16.00, **EMA:** Aflac, Ded, $25.92, Avera, Prem, $598.76, Optilegra, Prem, $8.94, SD Retirement System, Collections, $419.72, SD Supp Retirement Plan, Collections, $25.00, Unum, Prem, $5.20, Delta Dental, Ded, $44.00, Sioux Valley Energy, Util, $510.49, Midco, Util, $8.00, City Of Madison, Util, $177.00, Northwestern Energy, Util, $10.00, **24/7:** SD Retirement System, Collections, $33.92 Grand Total: **$67,831.47**

Accounts Payable 10-6-21 Commissioner: Pitney Bowes, Ink, $0.43, **Election:** Lake County Treasurer, Stamps, $320.00, Pitney Bowes, Ink, $28.43, **Judicial:** CAA Fees: Pesall, Noel Robert, $1,570.30, Stanford, Lori, $519.75, Adams, Jason R, $529.57, Dawson, Jacob D, $6,895.35, Miller, Cody, $673.20, Juror Fees/Mileage, $436.12, Deya Thorin, Spanish Interpreter, $232.24, **Auditor:** Marco, Usage, $10.59, Ace Hardware, Cables, $29.98, Pitney Bowes, Ink, $19.88, Best Western Ramkota, Lodging, $202.00, **Treasurer:** A & B Business, Maint, $105.55, Pitney Bowes, Ink, $44.99, **St Atty:** A & B Business, Usage, $51.22, Pitney Bowes, Ink, $1.94, **Govt Bldg:** A & B Pest, Serv, $775.00, Dan's Refrigeration, Serv, $144.23, Hillyard, Bags, $77.88, Ace Hardware, Supplies, $147.62, Bud's Clean Up, Serv, $191.84, Hillyard, Vacuum Cleaners, $1,350.00, **DOE:** Century Business, Usage, $79.05, Pitney Bowes, Ink, $27.18, **ROD:** Pitney Bowes, Ink, $6.55, Ebsen, Shirley, Mileage, $285.60, **Veteran:** Pitney Bowes, Ink, $0.10, **Predatory Animal (GFP):** SD DOR, Pymt, $1,214.17, **Sheriff:** Lake Vet, Serv, $191.50, A & B Business, Maint, $38.75, Pitney Bowes, Ink, $12.77, Sturdevant's, Supplies, $41.51, Stemper's, Windshield, $329.10, **Jail:** Reliance Telephone System, Serv, $346.50, Ace Hardware, Supplies, $21.17, Phoenix Supply, Supplies, $45.08, Barger Electric, Serv, $2,000.00, Guarantee Roofing, Reroof Jail, $79,342.00, **Support Of Poor:** Pitney Bowes, Ink, $0.43, **CHN:** Marco, Lease, $72.78, Pitney Bowes, Ink, $5.42, **Mental Illness Brd: MI Serv/Hearing:** Oftedal, Abby, $569.25, Ericsson, Richard L, $297.00, Minnehaha Co Auditor, $209.00, Lewis & Clark BHS, $184.00, Katterhagen, Mark, $ 21.00, Lewno, Lucy, $186.53, Lockwood, Darcy, $21.00, Yankton Co Sheriff's Ofc, $50.00, **Recreation:** Bud's Clean Up, Serv, $55.00, **Extension:** Century Business, Maint, $156.82, American Income Life Ins, Ins, $65.00, Shop 4h-Nat'l 4h Council, Supplies, $72.82, **Zoning:** Pitney Bowes, Ink, $4.95, **Hwy Rd-Br:** Banner Ass, Serv, $11,545.40, SD DOT, Serv, $10,464.31, Madison Reg Health, Serv, $125.00, Tiger Corp, Supplies, $420.65, Cox Alignment, Tubes, $2,290.81, Ace Hardware, Supplies, $75.33, Bowes Const, Asphalt, $2,728.95, Farm Landings, Tires/Tubes, $596.00, Flint Hills Resources, Asphalt, $25,093.04, Lyle Signs, Signs, $167.65, **911 Comm:** Pitney Bowes, Ink, $0.10, Sioux Valley Energy, Serv, $96.35, AT&T, Serv, $40.04, **EM:** Pitney Bowes, Ink, $0.25, Keefer, Kody, Travel Exp, $81.92, Ace Hardware, Fan/Tape Measure, $147.98, **24/7:** Redwood Toxicology Lab, Cups, $105.00, **Dive Team:** Keefer, Kody, Tool Kit, $298.54 **Grand Total: $154,587.46**

FEEDING SOUTH DAKOTA/MOU:

CAO Shelli Gust presented a Memorandum of Understanding from Feeding South Dakota. This organization has been using the Extension grounds on a monthly basis distributing food. This document will be in effect for two years and has been reviewed by the States Attorney. Motion by Reinicke, second by Slaughter, to approve the Memorandum of Understanding between Lake County and Feeding South Dakota and authorize the chair to sign. Motion carried.

INFRASTRUCTURE MANAGEMENT SERVICE AGREEMENT:

CAO Gust told the board that she has received a service agreement from Infrastructure Management Services, LLC for the pavement management study. This study was included in the 2022 budget. IMS is aware that the County cannot be invoiced until 2022 but would like to have everything in place when the weather becomes suitable for the study to begin. Motion by Reinicke, second by Johnson, to approve the agreement with Infrastructure Management Service and authorize the chair to sign. Motion carried.

AMERICAN LEGION/MOU:

Courtney VanZanten, former Lake County Veterans Service Officer, is no long employed with Lake County. CAO Gust reached out to the American Legion to see if they were interested in terminating the MOU with Lake County for the use of the VSO office. The American Legion is in agreement that the MOU should be terminated. Motion by Slaughter, second by Leighton, to acknowledge written notice from the American Legion to terminate the Memorandum of Understanding for the use of the Veterans Service Office. Motion carried.

REQUEST FOR ASSISTANCE/RURAL ACCESS INFRASTURURE FUND (RAIF):

CAO Gust has received a request for assistance from Franklin Township regarding the small structure inventory. Motion by Slaughter, second by Johnson, to acknowledge receipt of request for

assistance from Franklin Township for the Rural Access Infrastructure Fund Small Structure Inventory project. Motion carried.

APPROVE 2022 WAGE SCALE:

CAO Gust presented the 2022 wage scale. The only change to the wage scale is minimum wage has increased to $9.95/hr. Motion by Reinicke, second by Leighton, to approve the FY22 wage scale. Motion carried.

AUDITOR OFFICE CLOSED:

Auditor Barrick informed the board that the Auditor's Office will be closed October 20th and 21st so staff can attend Election School in Pierre.

UNASSIGN FUNDS/JAIL ROOFING PROJECT:

Auditor Barrick told the board the bill from Guarantee Roofing and Sheet Metal of SD has been received and will need a motion to unassign funds from the Public Safety Bldg Project. Motion by Leighton, second by Johnson, to transfer $79,342 assigned for the Public Safety Bldg Project to the unassigned fund balance in the general fund. Motion carried.

FY21 BUILDING BUDGET/PROJECTS:

Dave Hare, Buildings and Grounds Superintendent, appeared before the board. The Building and Grounds budget will have extra funds due to the PSB roofing project was paid from the Public Safety Bldg Project. Hare asked the board if items listed in his budget for 2022 could possibly be completed and paid out of his 2021 budget. Hare presented the possibility of replacing the electric at the Extension Office, insulating the Highway Shop, tuck pointing the Courthouse building, putting a mat, seal, and striping the north parking lot, and sealing the east parking lot. The commissioners were in agreement that he should go ahead with the projects in 2021 depending on the availability of the contractors.

PERSONNEL/JAIL:

CAO Gust presented the resignation from Shawn Wise, part-time correctional officer. Motion by Slaughter, second by Reinicke, to accept, with regret, the resignation of Shawn Wise, part-time correctional officer, effective 10/8/2021. Motion carried.

PERSONNEL/HIGHWAY:

CAO Gust told the board Spenser Warren has accepted the position of heavy equipment operator at the Highway Department. Motion by Reinicke, second by Leighton, to approve the hire of Spenser Warren, heavy equipment operator, at a rate of $18.25/hr, effective 10/18/21, contingent upon a satisfactory background check and pre-employment screening. Motion carried.

PERSONNEL/VSO:

CAO Gust informed the board Curtis Schmahl who was offered the VSO position has withdrawn his acceptance. Discussion of this matter will be held later.

EXECUTIVE SESSION:

Motion by Reinicke, second by Leighton, to go into executive session per 1-25-2(1) and (3) for personnel, proposed or pending litigation, or contractual matters. Motion carried.

REGULAR SESSION:

Motion by Reinicke, second by Slaughter, to return to regular session. Motion carried. Chair Wollmann reported that 1 personnel and 1 contractual matter was discussed.

PERSONNEL/VSO:

CAO Gust reported that Matt Pillar has accepted the position of part-time Veterans Service Officer. Motion by Reinicke, second by Slaughter, to appoint Matt Pillar as part-time Veterans Service Officer (16-19 hrs/week) at a rate of $18.25/hr, effective 10/25/21, and contingent upon approval by the State Secretary of Veterans Affairs. Mr. Pillar's first term will end on the first Monday in January of the second year subsequent to the year of the appointment, 1/9/2023. Motion carried.

SECURITY ASSESSMENT AGREEMENT:

CAO Gust presented a Security Assessment Agreement between Lake County and Dakota State University. Motion by Leighton, second by Slaughter, to authorize the Chair to sign the Security Assessment Agreement. Motion carried.

5 YEAR COUNTY HIGHWAY AND BRIDGE IMPROVEMENT PLAN:

Nels Nelson, Hwy Supt, presented to the board the five-year project location maps that include: depaved roads, inventory of all county roads, chip seal plan, gravel roads where the highway dept plans to pull shoulders, roads that will have an overlay applied, and the bridge plan. Chair Wollmann read Resolution 2021-24. Motion by Slaughter, second by Leighton, to approve Resolution 2021-24, A Resolution Adopting the Lake County Five Year Highway and Bridge Improvement Plan and authorize the chair to sign. Motion carried. Motion by Reinicke, second by Johnson, to authorize the Chair to sign the Lake County Transportation Plan Certificate. Motion carried.

RESOLUTION 2021-24

A RESOLUTION ADOPTING THE LAKE COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan;

and

WHEREAS, Lake County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Lake County held a public meeting on September 30, 2021 to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, the County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities.

NOW, THEREFORE, BE IT RESOLVED BY THE LAKE COUNTY BOARD OF COUNTY COMMISSIONERS THAT THE LAKE COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN IS HEREBY ADOPTED AND IS RECOGNIZED AS THE HIGHWAY AND BRIDGE IMPROVEMENT PLAN FOR LAKE COUNTY.

Dated at Madison, South Dakota this 5th day of October, 2021.

Voting aye: Johnson, Leighton, Reinicke, Slaughter, Wollmann Voting nay: none

BOARD OF LAKE COUNTY COMMISSIONERS

/s/Kelli Wollmann

Chair, Lake County Commission

ATTEST:

/s/Paula Barrick

Lake County Auditor

MEETINGS ATTENDED:

Commissioner Slaughter attended LAIC, 5-year Transportation Plan, and met with First District. Chair Wollmann attended 5-year Transportation Plan, Madison Public Library, met with First District, 4-H friends & leaders, and wrote an article regarding Eric Hortness. Commissioner Reinicke attended the 5-year Transportation Plan, employee handbook meeting, met with First District, and 2 Domestic Violence Network executive board meetings. Commissioner Johnson attended employee handbook meeting and 5-year Transportation Plan.

EXECUTIVE SESSION:

Motion by Reinicke, second by Johnson, to enter into executive session for personnel and pending litigation. Motion carried.

REGULAR SESSION:

Motion by Reinicke, second by Slaughter, to return to regular session. Motion carried. Chair Wollmann reported that one personnel issue was discussed.

TRAVEL REQUEST:

Erin Tisdall and Crissy Longe to attend Election School at Pierre, October 20th & 21st.

ADJOURN:

Motion by Reinicke, second by Leighton, at 11:04 a.m. to adjourn. Motion carried. The next meeting will be October 19, 2021 at 9 a.m.

/s/Paula Barrick	/s/Kelli Wollmann
PAULA BARRICK	KELLI WOLLMANN
Lake County Auditor	Chair, Lake County Commission

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