

LAKE COUNTY COMMISSION MINUTES

January 5, 2021

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

AGENDA APPROVED:

Motion by Reinicke, second by Johnson, to approve the agenda of January 5, 2021. Motion carried.

2021 REORGANIZATION:

Auditor Barrick asked for nominations for Chair of the Lake County Commission for 2021.

Commissioner Reinicke nominated Commissioner Wollmann. Barrick called for any additional nominations. There being no further nominations, motion by Reinicke, second by Johnson, for nominations to cease and a unanimous ballot be cast for Commissioner Wollmann as 2021 Chair of the Lake County Board of Commissioners. Motion carried. Barrick called for nominations for Vice Chair. Commissioner Slaughter nominated Commissioner Johnson. Barrick called for additional nominations. There being no further nominations, motion by Slaughter, second by Leighton, for nominations to cease and a unanimous ballot be cast for Commissioner Johnson for 2021 Vice Chair of the Lake County Board of Commissioners. Motion carried.

Barrick turned the meeting over to Chair Wollmann.

MINUTES APPROVED:

Motion by Slaughter, second by Reinicke, to approve the unapproved minutes of December 30, 2020. Motion carried.

COMMUNITY COMMENTS: none

ACCOUNTS PAYABLE APPROVED:

Auditor Barrick informed the board that a bill for the Buildings and Grounds Gehl skid loader (final payment), \$5,154.00 will need to be paid with these payables. Motion by Reinicke, second by Slaughter, to approve the accounts payable of December 31, 2020 and January 6, 2021 with the addition of the Gehl skid loader. Motion carried.

Accounts Payable 12-31-20 General: Office Child Support Enf, \$260.77, Lake Co Treasurer, Withholdings, \$16,851.81, **Hwy Rd-Br:** Lake Co Treasurer, Withholdings, \$4,680.57, **911 Comm:** Lake Co Treasurer, Withholdings, \$2,687.61, Office Child Support Enf, \$214.23, **EMA:** Lake Co Treasurer Withholdings, \$404.73, **24/7:** Lake Co Treasurer, Withholdings, \$291.84 **Grand Total: \$25,391.56**

Accounts Payable 1-6-21 General: SDACC, 2021 Membership Dues, \$2,630.00, **Election:** Election Sys & Software, Firmware/Hardware License 2021, \$4,445.00, **Judicial:** De Castro, Manuel J Jr, CAA Fees, \$8,648.30, Miller, Cody, CAA Fees, \$756.60, Stanford, Lori, CAA Fees, \$873.00, **Auditor:** Money Handling Mach Inc, 2021 Maint Contract, \$329.00, First Bank & Trust, Safety Dep Box Rent, \$15.00, SDACO, 2021 Dues/Barrick, Paula, \$436.34, **Treasurer:** Office Peeps Inc, Protector/Perf Paper/Binder, \$176.14, Bureau Of Administration, Oct Bit Billing(3), \$18.75, SDACO, 2021 Dues/Walburg Deb, \$436.33, **St Atty:** SD States Atty Assn, 2021 Dues/Kloepfner, Wendy, \$926.00, **Gvt Bldg:** Grainger, Thermometer, \$27.22, **DOE:** SDAO, Becker, Rick/2021 Dues, \$225.00, **ROD:** Engineersupply, Masterfile Carrier Strips, \$124.25, Office Peeps Inc, Labels, \$29.84, SDACO, 2021 Dues/Ebsen, Shirley, \$436.33, **Sheriff:** Redwood Toxicology Lab, Tests, \$535.00, AT&T Mobility, Service, \$302.12, **CHN:** Marco Inc, Copier Lease, \$72.78, **MI Board:** Lincoln County Treasurer, MI Services, \$597.70, Yankton Co Sheriff's Ofc, MI Services, \$100.00, **Recreation:** At&T Mobility, Service, \$43.16, **Hwy Rd-Br:** Office Peeps Inc, Toner-YI, \$120.88, Nelson, Nels, Cell Phone Reimburse/2020, \$360.00, Tolley, Timothy A, Cell Phone Reimburse 2020, \$360.00, Xcel Energy, Util/Ramona, \$30.27, **911 Comm:** City Directory Inc, City Directories(2), \$237.00, **M&P Fund:** Microfilm Imaging Sys Inc, Scan Equip Rent 2021, \$780.00, **Gov't Bldgs,** Gehl skid loader(final pymt), \$5,154.00 **Grand Total: \$29,226.01**

2021 COMMISSION MEETING DATES AND TIMES:

The Board of County Commissioners meets on the 1st and 3rd Tuesday of each month. County Board of Equalization will tentatively be held on April 13th. The yearend meeting will be held on December 30th. The meetings begin at 9 a.m. Motion by Reinicke, second by Johnson, to approve the 2021 Commission dates and times. Motion carried.

COUNTY DEPOSITORIES:

Deb Walburg, Treasurer, lists the following for county depositories: First Bank & Trust, Great Western Bank, and Wells Fargo Bank. Motion by Johnson, second by Leighton, to approve the county depositories of First Bank & Trust, Great Western Bank, and Wells Fargo Bank for 2021. Motion carried.

LAKE COUNTY ANNUAL SALARY LISTING FOR 2021:

Motion by Reinicke, second by Johnson, to approve and publish the following rates/salaries for fiscal year 2021 in compliance with SDCL 6-1-10 with the addition of Adam Leighton, \$14,151. Motion carried. All employees received a 3% increase and 14 employees received an additional adjustment. The 2021 payroll year begins on December 28, 2020. Ashley Allgaier \$16.41; Amanda Anderson welfare 5% \$19.06 and Zoning 95% \$21.59; Paula Barrick \$51,486; Rick Becker \$25.60; Debra Blanchette \$20.53; Sam Boecker \$20.15; April Denholm \$23.49; Aric Dierkhising \$22.92; Christopher Downs \$17.55; Shirley Ebsen \$55,974; Hunter Eggert \$17.06; Brian Gilman \$19.36; Gabrielle Grindeland \$17.26; Shellie Gust \$27.81; Hannah Haak \$17.43; Larry Hand \$20.15; Riki Hansen \$18.80; David Hare \$23.31; Shannon Hoffman \$18.35; Braxton Hofman \$16.74; Micah Hofman \$21.69; Megan Houser \$19.67; Aaron Johnson \$14,151; Mark Johnson \$18.80; Kody Keefer \$21.86; Nate Keller \$18.80; Wendy Kloepfner \$108,892; Grant Lanning \$24.21; Adam Leighton, \$14,151; Alyssa Lux \$16.74; Ryan McVey \$18.56; Vicki Menor \$19.02; Jennifer Miller \$15.71; Nels Nelson \$28.07; Michael O'Connell \$18.67; Laura Olson \$17.02; Roger Olson \$17.61, Jeff Poncelet \$19.60; Deb Reinicke \$14,151; Erin Reinicke \$18.80; Hanna Reinicke \$17.43; Wayne Reynolds \$21.76; Jamie Rowe \$20.60; Steve Rowe \$23.55; Mark Rustand \$576.75 per month (single health insurance premium); Stephanie Ryan \$18.30; Carrie Schiernbeck \$16.94; Dennis Slaughter \$14,151; Debra Stamm-Gartner \$22.52; Sarina Talich \$24.86; Jennie Thompson \$25.99; Amy Thrun \$16.74; Erin Tisdall \$18.80; Timothy Tolley \$25.00; Michelle Uhrig \$16.94; Paula Ullom \$16.75; Timothy Van Den Hemel \$21.73; Courtney VanZanten \$18.58; Nancy Vickmark \$16.94; Debra Walburg \$51,486; Timothy Walburg \$65,211; Craig Williams \$20.20; Betty Wise \$18.80; Shawn Wise \$18.11; Kelli Wollmann \$15,351. LONGEVITY PAY: The rate/salary figures do not include longevity that may be due some employees.

RESOLUTION 2021-1/ELECTIONS:

Chair Wollmann read Resolution 2021-1. Motion by Slaughter, second by Leighton, to approve Resolution 2021-1 and authorize the chair to sign. Motion carried.

RESOLUTION 2021-1

WHEREAS, SDCL 12-15-11 provides that the Board of Commissioners shall by annual resolution at the first regular commission meeting establish the rate of compensation to be paid the precinct superintendents and precinct deputies of a necessary election;

THEREFORE, BE IT RESOLVED that the rate of compensation for superintendents and deputies for any county-wide election in 2021 be established at \$175.00 for superintendents, \$150.00 for deputies, information table workers, resolution board members and Expressvote assistants, \$25.00 for election school attendance, \$25.00 for Expressvote training, \$12.50 per hour for absentee precinct workers and election office workers. For any county-wide election where ballots are hand-counted, the superintendent shall be paid \$200 and deputies \$175.

Voting aye: Johnson, Leighton, Reinicke, Slaughter, and Wollmann

Voting nay: none

Approved this 5th day of January 2021.

/s/Kelli Wollmann

Chair, Lake County Commission

ATTEST:

/s/Paula Barrick

Lake County Auditor

RESOLUTION 2021-2/OFFICIALS TRAINING-TRAVEL:

Chair Wollmann read Resolution 2021-2. Motion by Slaughter, second by Reinicke, to approve and authorize the chair to sign Resolution 2021-2. Motion carried.

RESOLUTION 2021-2

WHEREAS, SDCL 7-7-25 states that the Board of County Commissioners, by resolution, may authorize county officials to attend educational conferences, meetings, and conventions held and conducted within or without the state of South Dakota pertaining to the betterment and advancement of county government;

THEREFORE, BE IT RESOLVED that the county commissioners, county highway superintendent, auditor, treasurer, register of deeds, state's attorney, sheriff, county assessing officer, and coroner be authorized to attend conferences, meetings, and conventions called for the purpose set forth in SDCL 7-7-25 and that the mileage and necessary expenses to attend such be allowed. This resolution shall be in force for the year 2021.

Voting aye: Johnson, Leighton, Reinicke, Slaughter, and Wollmann

Voting nay: none

Approved this 5th day of January 2021.

/s/Kelli Wollmann

Chair, Lake County Commission

ATTEST:

/s/Paula Barrick

Lake County Auditor

RESOLUTION 2021-3/CLAIMS:

Chair Wollman read Resolution 2021-3. Motion by Leighton, second by Slaughter, to approve and authorize the chair to sign Resolution 2021-3. Motion carried.

RESOLUTION 2021-3

WHEREAS, certain entities require the payment of funds by the 15th of the month or payment by a deadline,

WHEREAS many of these claims are received after the Board of Commissioners meet,

WHEREAS interest or penalties may apply if these claims are not paid timely,

NOW THEREFORE BE IT RESOLVED the County Auditor is hereby given the authority to pay such claims without the Commissioners approval provided the claims are presented at the next regular meeting of the Board of County Commissioners.

Voting aye: Johnson, Leighton, Reinicke, Slaughter, and Wollmann

Voting nay: none

Approved this 5th day of January 2021.

/s/Kelli Wollmann

Chair, Lake County Commission

ATTEST:

/s/Paula Barrick

Lake County Auditor

2021 BOARD APPOINTMENTS/DEPT LIAISONS:

CAO Gust informed the board that Gary Callies, Weed Board member, is retiring. Motion by Johnson, second by Reinicke, to acknowledge the retirement of Gary Callies and thank him for his years of service to the Lake County Weed Board. Motion carried. Motion by Reinicke, second by Johnson, to approve the 2021 board appointments and department liaisons. Motion carried.

2021 Board Assignments and Department Liaisons

1. 911 Communications Board – Slaughter and Wollmann
2. 911 - Slaughter
3. Bypass Committee – Leighton and Reinicke
4. Buildings and Grounds - Reinicke

5. Catastrophic County Poor Relief Program – Wollmann
6. Chamber of Commerce – Wollmann (Johnson alternate)
7. Community Counseling Services – Reinicke
8. County Government Day – Wollmann and Reinicke (School Tours)
9. County Health Nurse - Johnson
10. Dive Team – Wollmann (Slaughter alternate)
11. Domestic Violence Network - Reinicke
12. East Dakota Transit - Slaughter
13. East Dakota Water Development District– Leighton
14. Emergency Management Agency – Reinicke
15. Equalization - Wollmann
16. Extension and Extension Board – Wollmann
17. First District Planning – Johnson (Leighton alternate)
18. Highway – Slaughter
19. Human Resources - Johnson
20. Insurance - Johnson and Reinicke
21. Interlakes Community Action Board - Slaughter
22. IT Support/Website/Social Media - Johnson
23. Lake Area Improvement – Slaughter
24. Lake County Access - Wollmann
25. Lake County Public Safety Building Advisory Committee – Leighton and Wollmann
26. Lake Madison Development Association - Reinicke
27. Lake Moody County Joint Ditch No. 1 - Wollmann
28. Legislative Point of Contact – Wollmann (Reinicke alternate)
29. LEPC (Local Emergency Planning Committee) – Wollmann and Reinicke
30. Minnehaha County Regional Juvenile Detention - State's Attorney and Sheriff and Johnson
31. Personnel Policy – Johnson and Reinicke and Auditor
32. Planning, Zoning, and Natural Resources and Planning Commission - Johnson
33. Public Library Board - Wollmann
34. Register of Deeds - Reinicke
35. Road and Bridge Advisory Committee Leighton and Slaughter
36. Safety Committee - Wollmann
37. Site Analysis - LAIC Director and Johnson
38. Sheriff / Jail – Johnson (Reinicke alternate)
39. Solid Waste – Planning and Zoning Officer (Reinicke alternate)
40. South Dakota Public Funds Investment Trust – Wollmann (appointed position)
41. State's Attorney - Reinicke
42. Task Force on Flood Prevention / Protection and FEMA Risk Map Project – Johnson and Wollmann
43. Treasurer - Leighton
44. Vermillion River Basin Watershed Development District – Johnson
45. Veterans Services – Wollmann (Slaughter alternate)
46. Wage Scale – Johnson and Slaughter
47. Weed Department and Weed and Pest Board – Leighton
48. Welfare - Johnson

Other Appointments

1. 911 Communication Center Director: April Denholm
2. Commission Administrative Officer/Human Resources Specialist: Shelli Gust
3. Director of Equalization: Rick Becker
4. Emergency Management: Kody Keefer

5. First District at-large representative: Eric Fosheim
6. Health Board: Robert Summerer, D.O.; Madison City Atty; Lake County State's Atty; Madison City Police Chief; and Sheriff
7. Highway Superintendent: Nels Nelson
8. IT Committee: Wendy Kloepfner, Commissioner Johnson, Paula Barrick, Dave Hare, Tim Walburg, Deb Walburg, Shirley Ebsen, Chris Downs, Mandi Anderson, Michelle Uhrig
9. Lake County Public Safety Building Advisory Committee: Tim Salmen and Ray Johnson (Citizen Members), Commissioner Wollmann and Commissioner Leighton, Buildings and Grounds Superintendent, Sheriff, Emergency Manager, State's Attorney, 911 Director, and non-voting ex-officio members include City of Madison Police Chief
10. Legal Newspaper: Madison Daily Leader
11. Mental Health Board: Robert Bergstrom (Term 2020-2022), *Vacant*, Jan Weber (Term 2021-2023 – last eligible 3-year term), Attorneys Richard Ericsson and Abby Oftedal
12. Planning, Zoning, and Natural Resources: Mandi Anderson
13. Planning & Zoning Board: Planning & Zoning Board: *Vacant*, Donald Bickett (Term 2020-2022), *Vacant*, Craig Johannsen (Term 2020-2022), Alan Schaefer (Term 2019-2021), Dale Thompson (Term 2019-2021), and Commissioner Johnson
14. Road and Bridge Advisory Committee: Highway Superintendent, Auditor, Commission Administrative Officer, Commissioner Slaughter and Commissioner Leighton, Dale Thompson, Misty Alfson, Blake Neu, Charlie Johnson, Jay Mennis, Dan Lindholm
15. Safety Committee: Hwy Supt, CAO/HRS, Bldgs and Grounds Supt, Sheriff, Emergency Manager, State's Attorney, Highway Dept Employee (Rotating), Courthouse Employee (Mandi Anderson), 4-H Center Employee (Carrie Schiernbeck), Public Safety Building Employee (Micah Hofman), and Commissioner Wollmann
16. Sale of Property location: Courthouse 1st floor lobby
17. Veterans Service Officer: Courtney VanZanten (Second term ends 1st Monday in 2024)
18. Weed & Pest Board: Mike McGillivray (term ends 2021), Deb Stamm-Gartner (term ends 2023), *Vacant*, James Hildebrandt (term ends 2022), Roger Abraham (term ends 2021), and Pat Schut (term ends 2022) and Commissioner Leighton
19. Welfare Director: Mandi Anderson

EM/PERSONNEL ACTION FORM:

Shelli Gust, HR Specialist, presented the personnel action form for Kody Keefer, Emergency Manager. This form must be completed whenever there is a change in the hourly rate for the Emergency Manager. Gust told the board the EM is considered a 95% position for grant purposes. All benefits and salary come from the Emergency Management budget. Motion by Reinicke, second by Johnson, to approve the Emergency Management Personnel Action Form and authorize the chair to sign. Motion carried.

APPROVE FUEL QUOTES:

The board reviewed the following fuel quotes dated December 16, 2020: Cole's Petroleum, ethanol-1.655, #1 diesel-1.7825, #2 diesel-1.668; Farstad Oil, ethanol-1.668, #1 diesel-1.735, #2 diesel-1.735. Motion by Johnson, second by Slaughter, to approve the low quote of Cole's Petroleum. Motion carried.

2018-2019 AUDIT:

Maria Schwader, SD Dept of Legislative Audit, met with the board to discuss the 2018-2019 audit. She told the board the biennial audit went well. There were no material weaknesses or significant deficiencies noted. One deficiency noted in internal control which did not rise to the level of being a material weakness or significant deficiency yet important enough to merit attention was the unexplained variance between the cash balance recorded in the Treasurer's Daily Balance Book and the reconciled cash. Two immaterial findings dealt with the Road and Bridge Fund had expenditures in excess of appropriations and a commissioner may have a conflict of interest with a vendor that was paid for services. Motion by Reinicke, second by Slaughter, to approve the chairman sign the 2018-2019 audit letter. Motion carried.

2021 INMATE HOUSING CONTRACTS:

The Board reviewed the 2021 Inmate Housing Contracts with Kingsbury County, Moody County, Miner County, and Sanborn County. Motion by Reinicke, second by Leighton, to approve the chair sign the Kingsbury County Inmate Housing Contract. Motion carried. Motion by Slaughter, second by Johnson, to approve the chair sign the Moody County Inmate Housing Contract. Motion carried. Motion by Reinicke, second by Johnson, to approve the chair sign the Miner County Inmate Housing Contract. Motion carried. Motion by Leighton, second by Reinicke, to approve the chair sign the Sanborn County Inmate Housing Contract. Motion carried.

PERSONNEL/JAIL:

HRS Shelli Gust told the Board that Troy Fox, went from full-time corrections officer to part-time corrections officer effective December 29th as he has found employment elsewhere but would like to fill in when needed. Motion by Reinicke, second by Slaughter, to approve the status change for Troy Fox from full-time correctional officer to part-time correctional officer, effective December 29, 2020, at the same rate of pay (\$16.25 in FY 20; \$16.74 in FY 21). Motion carried.

HRS Gust also informed the board that Josh Oberloh has been hired as a full-time correctional officer. Motion by Johnson, second by Slaughter, to approve the hire of Josh Oberloh as a full-time correctional officer, at a rate of \$16.25 per hour, effective January 13, 2021. Motion carried.

SECOND READING ORDINANCE #20-73:

Mandi Anderson, Zoning Officer presented Ordinance #20-73 to the commission for the second reading. Chair Wollmann asked if there were any proponents to Ordinance #20-73. Mark Peltier, Lakes Community LLC Representative, was present to express his desire that the commission approve this ordinance. Chair Wollmann asked if there were any opponents. There were none. Motion by Reinicke, second by Johnson, to approve the second reading of the ordinance #20-73. Motion carried. Chair Wollmann read the Ordinance. Motion by Reinicke, second by Leighton, to adopt Ordinance #20-73. Motion carried.

Auditor Barrick left the meeting. Deputy Auditor Erin Tisdall joined the meeting.

LEMPG SPECIAL PROJECT APPLICATION:

Kody Keefer informed the board that he has applied and been awarded a grant for a self-contained single unit sandbag building machine. This machine will need to be paid first then the 50% reimbursement will follow. To accept this grant, the board will need to give the Chair authority to sign a contract agreement amendment page to make the necessary updates to the original 2020 LEMPG Agreement. Motion by Reinicke, second by Johnson, to accept the Local Emergency Management Performance Grant Special Project Award for a sandbag machine, total amount \$27,583.00, with a 50% reimbursement amount of \$13,791.50. Motion carried. Motion by Reinicke, second by Johnson, to approve the contract agreement amendment page to update the original 2020 LEMPG Agreement and authorize the chair to sign. Motion carried.

ROAD AND BRIDGE EQUIPMENT:

Nels Nelson, Hwy Supt., was present to discuss purchasing an extended warranty for the 2011 Peterbilt that he will purchase this year. This would be a limited warranty agreement. Motion by Reinicke, second by Leighton, to authorize Nels Nelson to purchase an extended warranty through TruNorth/Vander Haag's Inc.- Spencer for the used semi truck, not to exceed \$6,000. Motion carried.

SPEED REDUCTIONS DURING SPRING LOAD LIMITS:

Supt. Nelson informed the board he would like to implement speed reductions for trucks to 40 mph on certain routes during spring load limits. The roads he would like the lower speeds are: 463rd Ave (CR-17) from SD Hwy 34 to 220th St., 464th Ave (CR-15) from SD Hwy 34 to 244th St., 448th Ave (CR-47) from US 81 to 241st St (CR-52), 462nd Ave (CR-19) from SD Hwy 34 to 237th St., 237th St (CR-19) south down to 461st Ave (CR-21), and 461st Ave (CR-21) from 238th St to 244th Ave (county line). Motion by Johnson, second by Reinicke, to move forward with the inclusion of speed reductions during the period for spring load limits and direct Shelli Gust to draft a formal resolution for consideration at the January 19th meeting. Motion carried.

SNOW REMOVAL COMPLAINTS:

Supt., Nelson informed the board that he has received complaints of land owners pushing snow into the right of way. He has sent letters out telling the land owners that they could be liable for any damage, it is a criminal offense and they can be fined.

MEETINGS ATTENDED:

Commissioner Slaughter attended LAIC and East Dakota Transit. Commissioner Wollmann attended LEMPG grant meeting, dive team, and new and current elected officials oath taking. Commissioner Reinicke attended community counseling board meeting, LEMPG grant meeting, and new and current elected officials oath taking. Commissioner Johnson attended new and current elected officials oath taking.

EXECUTIVE SESSION:

Motion by Reinicke, second by Slaughter to go into executive session. Motion carried.

REGULAR SESSION:

Motion by Reinicke, second by Slaughter to return to regular session. Motion carried. Chair Wollmann reported that 4 personnel items were discussed.

DECEMBER 2020 REPORTS RECEIVED:

Zoning fees collected \$2,737.00, Sheriff fees collected \$30,049.64, Register of Deeds fees collected \$15,007.00, and Auditor's Account with the Treasurer \$9,292,446.78 reconciled bank balance \$9,292,190.71 variance (\$256.07).

ADJOURNMENT:

Motion by Johnson, second by Reinicke, at 11:37 a.m. to adjourn. Motion carried. The next meeting will be held on January 19, 2021 at 9 a.m.

/s/Erin Tisdall

ERIN TISDALL

Lake County Deputy Auditor

/s/Kelli Wollmann

KELLI WOLLMANN

Chair, Lake County Commission

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