

February 4, 2020
HAND COUNTY BOARD OF COMMISSIONS
COURTHOUSE COMMISSION CHAMBERS
MILLER, SOUTH DAKOTA

The Commissioners convened at 1 P.M. on Tuesday February 4, 2020 in regular session to conduct county business.

Commissioners present included Chairman Jim Jones, Gib Rodgers, Luke Wernsmann, Greg Palmer and Jim Eschenbaum.

The consent agenda contained the following actionable items:
Approval of the Register of Deeds December statement of fees, Review and amendment of the minutes from January 14, 2020 to reflect that the amount suggested to Reck Funeral Home, Tiffany Hofer was \$4,000 per burial for 10 years not \$5,000 as written into the previous minutes, prisoner housing agreement with Charles Mix County (\$65/day), prisoner housing agreement with Beadle County (\$80/day), appointment of Greg Palmer to the railroad authority board, ratify the straw poll of commissioners to donate the booth rentals for public safety and weed and pest staff at the Farm & Home Show, a request from the Clerk of Courts to have signs placed on third floor to reflect the step up & down to each restroom, and an application for renewal of the beverage license for Richard Clement Post 299 in Polo.

It was moved by Palmer, second by Wernsmann with all voting in favor thereof to approve the items on the consent agenda.

Penny Ihnen and Janelle Fortin of the Family Crisis Center offered an explanation of services and requested approval of Resolution 2020-01 which reads:

Whereas, The Hand County Commission desires to ensure that people in this area have the support of a locally managed entity to assist families in need of assistance and victims of domestic violence/sexual assault.

Whereas, the Family Crisis Center, Inc. of Redfield, South Dakota is a locally controlled entity able to provide services within and for Hand County.

Whereas, the Family Crisis Center, Inc. has and hopefully will continue to serve the needs of victims of Hand County adjoining area.

Now therefore, the Hand County does hereby designates the Family Crisis Center, Inc. as the official entity of choice to provide assistance to families in need and victims of domestic violence/sexual assault in the Hand County area. Dated this 4th day of February, 2020. Signed Jim Jones, Chairman of the Hand County Commission. Doug Hand County Auditor attesting.

It was moved Wernsmann, second by Rodgers with all voting in favor thereof to execute by signature Resolution 2020-01.

Randy Peck, Weed & Pest Supervisor, requested and received permission for he and board member Matt Rogers to attend the annual Weed & Pest Conference in Aberdeen, with two nights lodging, on February 18,19 and 20.

Peck also informed the board that the second 2019 Polaris Ranger had been acquired. The equipment will be installed soon. Peck also informed the board that he will advertise for seasonal help in March and that he wanted permission to re-hire Alan Adkins for pre-season help. Adkins, as a returning employee would be paid \$13 per hour and his time would be limited to 19 hours until switching to normal seasonal hours. The board approved the requests as presented.

Shane Croeni, Sheriff, presented to the board a request to change the hourly wage of Theresa Lichty and Sandi Selting (substitute office managers) from \$12 to \$14 per hour to match previous board decisions of this type. The board approved the request by consensus.

Croeni then explained his request to provide merit raises to Office Manager Chelsea Price and clerk Colleen Peterman. The request of \$1.50

per hour was denied for lack of budget authority. Croeni was told to bring such requests during budget preparation for 2021.

Croeni was given permission to attend the sheriff's conference in April at Deadwood and to allow staff to attend three-day training in Pierre in May. Additionally, Croeni explained he purchased evidence collection supplies that exceeded the discretionary spending limit of \$300. The commissioners approved the overage.

Croeni also informed the commission that he released Nicholas Laidlaw from employment during his probationary period for performance related reasons. The commission acknowledged the end of employment.

Kecia Beranek, On Hand Development Corporation invited the board to attend "Miller Day" at the legislature on February 5. An invitation was also offered to attend a fund-raising event at the community center on Valentines Day when they will host the "Dueling Piano" event. Beranek said her agency will host a legislative "cracker barrel" with District 23 law makers. Beranek concluded her report by describing the "First Impressions" tour where communities are visited by others to identify things the community can work on and those which they should be proud of.

The commission addressed the landing of aircraft on county hard surface roads. After some discussion it was the consensus of the board to leave the process as is but add notification to the highway department and sheriff's dispatch when operations are underway. The placement of appropriate signage will also be required.

Jeff Hargens, Highway Superintendent requested the commission approve the hiring of Rick Oligmueller at an hourly rate of \$17.78 and a start date of March 1, 2020. It was moved by Palmer, second by Wernsmann to approve the hire. All others voted in favor thereof.

The SD-DOT STP program was also discussed. The program offers funding for bridge improvement. Hargens said the funds can be used to complete work on the damaged bridge in Burdette Township and new structure in Spring Lake Township. The Burdette Township bridge is marked down to 4 tons gross vehicle weight.

Hargens, upon motion of Wernsmann, second by Eschenbaum, with all voting in favor thereof, approved the advertisement of bids on fuel, road oil and other supplies.

The company contracted to crush concrete at the rubble site should arrive this month and be on site for a couple weeks.

Hargens concluded his visit by informing the commission that FEMA has been in the county working on project sites.

Doug DeBoer, Auditor, presented a report of changes to general ledger accounts / activities. The changes are when staff add, delete or otherwise change an account activity. The state auditors suggested that any changes to such accounts or activities be reviewed by the governing board. The 30-page report was the result, in large part, to having unused account / activities deleted from the general ledger for non-use. The other changes were to previously approved changes. Each commission reviewed six pages of the report and signed off on the review.

DeBoer also reported that he could not locate the records where the county may have adopted the state's records and retention plan. As a result, DeBoer suggested approving the state's plan as our own and then the process of dealing with old records can commence. It was moved by Rodgers, second by Wernsmann to adopt the state's plan for record retention or destruction. All members voted in favor thereof.

DeBoer prepared a spreadsheet that can be used to calculate the hour equivalent for salaried employees who do reimbursable, payable or matching grant work. The spreadsheet can also be used for hourly employees to calculate the same data. It was moved by Wernsmann, second by Palmer to adopt the spreadsheet into policy for such calculations or purposes.

DeBoer requested that the commission set March 31, 2020 as the due date for wage-related requests for coming budgets. This will give the commissioners time to evaluate the requests and make decisions at the beginning of the budget process and avoid changes made at the end of the budget process. It was approved by consensus of the commission to set that due date. Additionally, DeBoer drew the commissioner's attention to the letter from the Department of Revenue indicating the CPI was calculated at 1.7% for 2021 budget calculations and tax levy preparations.

The last item DeBoer presented was a payment request from the 211 Helpline in the amount of \$753.75. This is a matching grant funded program which offers a three-digit number for those with basic or complex request for help or guidance including mental distress and financial crisis. It was moved by Wernsmann, second by Palmer with all voting in favor thereof.

There were two abatement requests received by the county auditor. Both requests were the result of the applicants being denied relief via the Elderly and Disabled persons method. The applicants submitted their applications after the due date. The only relief for being late was to request the abatement. The failure to apply in time is a permitted reason for abatement. It was moved by Wernsmann, second by Eschenbaum with all voting in favor thereof to approve the request for abatement on both properties. Both properties are in Miller and the Miller School District. The exact amounts will be provided to the commission at the next meeting. The names of the applicants are being held in confidence because the original applications for relief as either disabled or elderly tax payers are by statute confidential. The record numbers in lieu of names are: 7373 and 7475.

A Care of the Poor request was received in the amount of \$87,703.79 for a Miller resident who was treated at the Avera Heart Hospital in Sioux Falls. The application for relief is confidential by statute but the decision of the board is to be made in public. After some discussion, it was moved by Eschenbaum, second by Rodgers will all voting in favor thereof to table the request pending further information. The commission suggested that DeBoer as Welfare Director submit a request for discount to the hospital and return to the commission next month.

Mike Moncur appeared on behalf of 4-H to report that Marlys Aune is interested in working up to 16 hours a week as a substitute in the 4-H office until Shae Knox can assume full-time occupation of the office. Marlys would be paid \$14 per hour. It was moved by Wernsmann, second by Eschenbaum with all voting in favor thereof.

Will Page, custodian, asked the commission for their consent to appear for a legislative subcommittee to offer testimony on house bill 1099 which deals with implementation of a half-penny sales tax to fund improvements to county buildings. After discussing it, it was the consensus of the board to deny Page's request and remain neutral on the issues in HB1099.

Commissioner Eschenbaum raised the question about the discussion of cooperative law enforcement with the city of Miller. Chairman Jones said he had visited with several city councilmen and determined that a miscommunication caused some discord as to whether Sheriff Croeni had or had not delivered his initial proposal on the cooperative agreement. It was concluded that Sheriff Croeni had not shared the proposal outside of the commission. Chairman Jones said he misunderstood and had belief that it had been shared with city officials.

Chairman Jones said that he was getting the impression that the city officials were not enthused about the idea. It was stated that the Mayor would not have to appoint a committee for this purpose because one of the

councilmen said they already have a public safety committee that oversees the law enforcement in the city.

Sheriff Croeni said he is willing to do whatever the commission desires and, like the commission, never intended to create a perception of forced participation.

Commissioner Rodgers informed the board that Jeff Hargens and he had spoken about placing spray equipment on road maintenance equipment for the purpose of "banding" road shoulders during spring work. The practice is used elsewhere and has some success. The commissioners agreed that it is worth exploring and they would like to hear more.

The commission also looked at and reviewed the report from Hargens on the operation of the county rubble site. The report indicates that little revenue is generated from the sale of this service and that at some point the land would be fully occupied with buried rubble. It was noted that it is an essential service and would not support itself. The commissioners placed the item on the March agenda for further discussion.

At the request of Chairman Jones, Wernsmann moved, Rodgers second with all voting in favor thereof to enter into execution session for the purpose of discussion personnel [performance] in accordance with SDCL 1-25-2(1).

It was moved by Wernsmann, second by Rodgers with all voting in favor thereof to move from executive session and return to open session.

There was no formal action which resulted from the executive session. The chairman will attempt to resolve the performance issues with the employee. If that fails, then formal action may be needed.

It was moved by Palmer, second by Eschenbaum with all voting in favor thereof to adjourn the meeting [at 4:55 PM] The next regular meeting will be on March 3, 2020 at 1 PM.

The claims approved for payment are:

For: BOARD OF COUNTY COMM		
ON HAND ECONOMIC DEVELOPMENT	MONTHLY SUPPORT	2500.00
THE MILLER PRESS	PUBLISHING	241.32

		2741.32
For: AUDITOR		
A & B BUSINESS, INC.	COPIER MAINTENANCE CONTRACT	26.80
AMERICAN SOLUTIONS FOR BUSINES	SUPPLIES	76.38
DOUG DeBOER	SUPPLIES	10.00
U.S. POSTAL SERVICE	POSTAGE	3000.00

		3113.18
For: TREASURER		
OFFICE PEEPS, INC.	SUPPLIES	75.98
QUALIFIED PRESORT SERVICE LLC	MAILING TAX NOTICES	1203.91
THE MILLER PRESS	PUBLISHING	126.00

		1405.89
For: STATES ATTORNEY		
ELTON ANSON	MILEAGE	37.80
ANSON LAW	RENT	325.00
ANSON LAW	SUPPLIES	312.50
ANSON LAW	UTILITIES	300.00
MARIE H. BALES	TRANSCRIPT	136.00

		1111.30
For: COURT APP. ATTORNEY		
BLUE HAEDER & BANKS	COURT APPOINTED ATTORNEY	983.10

VOLESKY LAW OFFICE	COURT APPOINTED ATTORNEY	794.50

		1777.60
For: GOV. BUILDING		
AGTEGRA COOPERATIVE	HEATING FUEL	13300.00
AMERIPRIDE SERVICES, INC.	SUPPLIES	186.18
BOB'S DISPOSAL SERVICE	GARBAGE DISPOSAL	100.00
BUILDERS CASHWAY, INC.	SUPPLIES	73.98
FISCHER PLUMBING	REPAIRS	84.83
G & R CONTROLS, INC.	RADIATOR & BOILER REPAIRS	550.41
HUGHES ELECTRIC, LLC	ELECTRICAL WORK	360.00
HUGHES ELECTRIC, LLC	REPAIRS	172.21
MID AMERICAN RESEARCH CHEMICAL	SUPPLIES	473.82
CITY OF MILLER	UTILITIES	966.59
PRO-TEC ROOFING, INC	FINAL ROOF REPLACEMENT PAYMENT	28801.75
SCHUMACHER ELEVATOR COMPANY	ELEVATOR MAINTENANCE CONTRACT	523.89
THE MILLER PRESS	SUPPLIES	179.24

		45772.90
For: DIR. OF EQUAL.		
A & B BUSINESS, INC.	COPIER MAINTENANCE CONTRACT	27.50
AMERICAN SOLUTIONS FOR BUSINES	SUPPLIES	26.55
THE MILLER PRESS	SUPPLIES	110.00

		164.05
For: REG. OF DEEDS		
CONNECTING POINT	SUPPORT WORK	55.00

		55.00
For: VETERANS SER. OFF.		
DATASPEC, INC	SOFTWARE PROGRAM FEE	449.00

		449.00
For: SHERIFF		
316 SUPPLY & UPFITTING, LLC	INSTALL MASTER SWITCH	215.00
A+ TIRE & AUTO SERVICE CENTER	REPAIRS	170.19
FARNAM'S GENUINE PARTS, INC.	REPAIRS	37.09
IDI	EXPANDED FLAT RATE PLAN	25.00
MCLEODS PRINTING & OFFICE SUP.	EVIDENCE FORMS	113.58
MIDCO BUSINESS	INTERNET SERVICE (YR)	450.00
OFFICE PEEPS, INC.	SUPPLIES	428.14
VISA	MAINTENANCE	7.50
VISA	MAINTENANCE	7.50
VISA	CELL PHONES	167.50

		1621.50
For: JAIL		
FAULKTON DRUG	PRISONER MEDS	4.99
LEWIS DRUG	PRISONER MEDS	25.48
MIDCO BUSINESS	INTERNET SERVICE (YR)	450.00
NORTHEASTERN DENTAL CENTER	PRISONER CARE	145.00
VISA	DRUG TEST CUPS	275.00

		900.47
For: SOLID WASTE		
THE MILLER PRESS	SUPPLIES	256.00

		256.00

For: COUNTY NURSE		
HAND CO MEMORIAL HOSPITAL INC. COUNTY HEALTH NURSE		2954.21

		2954.21
For: MENTAL HEALTH		
CENTER FOR INDEPENDENCE	MONTHLY SUPPORT	180.00
COMPASS COUNSELING	PSYCHOSEXUAL ASSESSMENT	1800.00
HELPLINE CENTER, INC.	MATCHING FUNDS	753.75

		2733.75
For: LIBRARY		
A & B BUSINESS, INC.	COPIER MAINTENANCE CONTRACT	50.46
BOB'S GAS	PROPANE	637.50
DEMCO	SUPPLIES	152.88
INGRAM LIBRARY SERVICES	BOOKS	283.45
CITY OF MILLER	UTILITIES	366.41

		1490.70
For: WEED CONTROL		
CITY OF MILLER	UTILITIES	305.68
OAKLEY FARM & RANCH SUPPLY	SUPPLIES	5.88
ASSN OFSD CO WEED & PEST BDS	SUPPLIES	89.80
THE MILLER PRESS	SUPPLIES	52.12

		453.48
For: HWY RDS BRIDGES		
3-D SPECIALTIES INC	SUPPLIES	405.91
A-OX WELDING SUPPLY CO INC	SUPPLIES	836.54
AMERIPRIDE SERVICES, INC.	SUPPLIES	1012.81
BIG STATE INDUSTRIAL SUPPLY	SUPPLIES	119.40
BUILDERS CASHWAY, INC.	SUPPLIES	532.86
BUILDERS SOLUTIONS, LLC	SUPPLIES	59.88
CAPITAL I INDUSTRIES, INC.	BALANCE OF SOD MULCHER	19750.00
CENTRAL DISTRIBUTING	SUPPLIES	89.95
CK WELDING & REPAIR LLC	REPAIRS	67.50
CK WELDING & REPAIR LLC	SUPPLIES	40.89
FARM TECH INC	SUPPLIES	137.51
FASTENAL COMPANY	SUPPLIES	255.90
FRONTIER CHEMICAL SUPPLY, INC.	SUPPLIES	541.83
GOODALL UPHOLSTERY	REPAIRS	140.00
HARTMAN CONSTRUCTION	EXCAVATOR WORK	2938.78
HUGHES ELECTRIC, LLC	ELECTRICAL WORK	575.76
LITTLE FALLS MACHINE, INC.	SUPPLIES	3653.95
MIDCO BUSINESS	PHONE & INTERNET SERVICE	170.75
CITY OF MILLER	UTILITIES	528.67
OAKLEY FARM & RANCH SUPPLY	SUPPLIES	249.32
OFFICE EQUIPMENT SERVICE	REPAIRS	168.25
JEFF PHINNEY	SUPPLIES	20.95
S.D. FEDERAL PROPERTY AGENCY	SUPPLIES	57.00
THE MILLER PRESS	SUPPLIES	375.00

		32729.41
For: EMERG. & DIS. SERV.*		
ALERTSENSE, INC.	ANNUAL FEE	1500.00
OTB COMPUTING LLC	DELL COMPUTER	820.00
STURDEVANT'S AUTO PARTS	WIPER BLADES	22.46

		2342.46

For: 24/7
PETTY CASH
VISA

POSTAGE
DRUG TESTING CUPS

35.61
275.00

310.61

Total Checks: 102382.83

The Auditor's Account with the Treasurer per SDCL 7-10-3 is, as of the close of business on the last day of January 2020, the treasurer had \$874.00 of cash on hand, \$35,431.05 of checks in possession less than 3 days, \$90.00 of checks in possession more than 3 days, \$0.00 of cash items, \$300.00 of petty cash.

Reconciled Demand Deposits: \$178,462.82 in the American Bank & Trust and \$180,740.24 in the Quoin Financial Bank.

Time Deposits: \$1,133,576.58 in the American Bank & Trust and \$1,947,110.08 in the Quoin Financial Bank.

Investments: \$11,995.86 in the library checking account, \$12,400.00 in library certificates of deposit and \$7,551.00 in library stocks.
Total cash assets equal \$3,508,531.63

Jim Jones, Commission Chairman

(SEAL)

Doug DeBoer, County Auditor

Published one time for \$