

May 17, 2016

The Grant County Commission met at 8AM with Commissioners Buttke, Dummann, Tucholke and Stengel present. Commissioner Mach was absent. Chairman Stengel called the meeting to order. Motion by Tucholke seconded by Buttke to approve the minutes of the May 3, 2016 meeting. Motion carried 4-0. Minutes filed. Motion by Dummann and seconded by Buttke to approve the agenda with the addition of discussion on a drainage issue. Motion carried 4-0.

Members of the public present was Darin Thiele, Debbie Thiele, Mike Johnson, Mark Karels, Paul Karels and Jim DeVaal.

The Auditor's account with the Treasurer for April was noted.

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners,
Grant County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Grant as of the last day of April, 2016

| | |
|--|---------------------|
| Cash on Hand | \$5,176.46 |
| Checks in Treasurer's possession less than 3 days | \$212,073.27 |
| Cash Items | \$0.00 |
| TOTAL CASH ASSETS ON HAND | \$217,249.73 |

RECONCILED CHECKING

| | |
|--------------------------|----------------|
| First Bank & Trust | \$20,438.65 |
| Credit Card Transactions | \$1,563.68 |
| First Bank & Trust (Svg) | \$7,082,440.00 |

CERTIFICATES OF DEPOSIT

| | |
|--------------------------|--------------|
| First Bank & Trust | \$0.00 |
| First Bank & Trust (TIF) | \$320,081.96 |

| | |
|--------------------------|-----------------------|
| TOTAL CASH ASSETS | \$7,641,774.02 |
|--------------------------|-----------------------|

GENERAL LEDGER CASH BALANCES:

| | |
|--|----------------|
| General | \$2,634,762.54 |
| General restricted cash | \$950,152.00 |
| Cash Accounts for Offices General Fund | \$1,605.00 |
| Sp. Revenue | \$393,961.06 |
| Sp. Revenue restricted cash | \$0.00 |
| Henze Road District | \$4,707.32 |
| TIF Apportioning Northern Lights | \$103,128.44 |

| | |
|---|----------------|
| TIF Milbank | \$1,522.34 |
| TIF Northern Lights | \$320,081.96 |
| Trust & Agency (schools 2,565,347.60, twps 355,065.70, city/towns 144,622.40) | \$3,231,853.36 |

TOTAL GENERAL LEDGER CASH **\$7,641,774.02**

Dated this 6th day of May, 2016
 Karen M. Layher
 County Auditor

The Sheriff's fees for the month of April were \$9,691.15 with \$3,822.15 receipted into the County's General Fund. The Register of Deeds fees for the month of April were \$7,713.75. The Clerk of Courts remittance fees for the month of April were \$12,065.38.

Drainage: Chairman Stengel adjourned the Board of Commissioners and convened the commission acting as the Drainage Board. Drainage Officer Krista Atyeo-Gortmaker reported that a complaint from Darin Thiele was received in her office on May 11, 2016 about ongoing discussion and issues in Section 14 of Alban Township. The discussion originated in November 12, 2012 between the adjoining landowners. Darin was readdressing issues that were to be monitored because Darin's late father had originally dealt with the issues it was necessary to have a conversation with the drainage board and all parties involved to discuss the issues. After a brief history and discussion the Drainage Board directed Atyeo-Gortmaker to meet at the site to see if a solution could be found for the issues of concern and to report back at next meeting. This concluded the business for the drainage board. Chairman Stengel adjourned the Drainage Board and reconvened the Board of Commissioners.

Highway: Supt Schultz reported a grant award from the Bridge Improvement Grant program has been approved for a survey and hydraulic study for a bridge located 0.5 miles south of Reville on 482nd Ave. The bridge number is SN 26-325-222. The grant award is for \$9,440. With the county's share to be \$2,370.33. The project will be completed by January 31, 2017. Motion by Tucholke and seconded by Dummann to approve the survey and hydraulic study for project BRF 6311(00)16-1 PCN 05PC for structure 26-325-222. Motion carried 4-0. Supt Schultz also requested approval for the SD DOT to proceed with a bid letting for two bridge projects. The first project is BRO 8026(22) PCN 00BQ with an estimated cost of \$277,683. The second bridge project is for BRF 6311(08) PCN 01DR with an estimated cost of \$483,353. The county's share will be 20% of the accepted bid. Motion by Tucholke and seconded by Buttke to authorize Chairman

Stengel to sign the bid letting agreements. Motion carried 4-0. A discussion was held on the tourist / business directional signing regulations as some rural businesses have requested signs for their businesses. States Attorney Reedstrom will review the proposed regulations.

BIDS FOR FUEL

| DATE | BIDDER | ETHANOL | DIESEL #1 | DIESEL #2 |
|-------|--------|---------|-----------|-----------|
| 04/13 | UPI | | | 1.52 |
| | Cenex | | | 1.45 |

Cenex was the low bidder for Diesel 2 at 1.45.

| | | | | |
|-------|-------|-------|--|--|
| 04/18 | UPI | 1.533 | | |
| | Cenex | 2.000 | | |

UPI was the low bidder for Ethanol at 1.533.

Budget Supplement: The budget supplement hearing for the gravel crushing was held with no members of the public present. The purpose of the budget supplement of \$61,000 is to adopt budget authority associated with the crushing of 20,000 ton of ¾ inch gravel. The source of cash is from the designated reserve of \$510,152 within the General Fund for Highway projects. Motion by Dummann and seconded by Buttke to approve the budget supplement of \$61,000 to budget #311 Highway, transfer the cash and to reduce the designated cash for Highway project by \$61,000. Motion carried 4-0.

Travel: Motion by Dummann and seconded by Buttke to approve travel expenses for Commissioner Tucholke to attend SD Livestock Task Force workshops held in Mitchell and for Hwy Secretary Jen Wellnitz to attend D-Ware conference in Deadwood. Motion carried 4-0.

General Fund Report: Auditor Layher discussed the general fund cash analysis report. Under SDCL 7-21-18.1 the law states the general fund unassigned cash balance of the general fund may not exceed 40% of all general fund appropriations contained in the budget for the next fiscal year. The unassigned cash for March 31, 2016 is \$1,254,535.60 and the percentage is 26.60% of the 40% general fund cash test. This report is done by the modified accrual basis and includes accounts payable of \$33,485.95.

Budget Supplement: The budget supplement hearing for the Library tin roof painting, gutters and planters was held with no members of the public present. The purpose of the budget supplement of \$18,220 is to adopt budget authority associated with the Library roof project. The source of cash is from the designated

reserve of \$85,000 within the General Fund for the Library projects. Motion by Buttke and seconded by Tucholke to approve the budget supplement of \$18,220 to budget #511 Library and reduce the designated reserve. Motion carried 4-0.

4-H Grounds: Motion by Tucholke and seconded by Buttke to amend the agenda to add the 4-H grounds repair to the agenda. Motion carried 4-0. Commissioner Buttke reported he had met with contractors concerning the two steel doors for the exhibit building and the cement pad on the east side of the exhibit building. Pillatzki-Montag Construction submitted a quote of \$4,861 for the project which is to be funded from the contingency budget. Motion by Tucholke and seconded by Buttke to accept the quote for the replacement of the doors and the cement pad. Motion carried 4-0.

Executive Session: Motion by Tucholke and seconded by Dummann to enter into executive session at 9:08 AM for the purpose of a personnel issue(s) pursuant to SDCL 1-25-2 (1). Motion carried 4-0. Auditor Layher was present. Chairman Stengel declared the meeting open to the public at 9:30 AM. No action taken.

Courthouse: The public hearing for the opening of tuck pointing bid for the courthouse was held with no members of the public present. Chairman Stengel opened the one bid received from Mid-Continental Restoration Company. The bid amount for the repair / tuck pointing of the four sides of the courthouse is \$77,008. Motion by Tucholke and seconded by Buttke to accept the bid submitted by Mid-Continental. Motion carried 4-0. The 2016 budget was established with a budgeted expenditure of \$45,000. The designated cash within the General Fund has an amount of \$75,000 designated for the tuck pointing project. Motion by Buttke and seconded by Dummann to hold a budget supplement hearing on June 9 at 9 AM to increase the budget authority for the project and move the cash from the reserve for the tuck pointing project. Motion carried 4-0.

Sheriff: Kevin Owen reported the jail is full as are the other jails in the immediate area. Beds for prisoners are hard to secure due to the inmates being sentenced to the county jails. Sheriff Owen reported the Roberts County Sheriff had not contacted him yet on renting beds at their facility. He will contact the Roberts County Sheriff to request an appointment on the commission agenda. **Statistics:** For the month of April for the Detention Center and Sheriff's Office as follows: Average Daily inmate population 9.70; Number of bookings 22; Work release money collected \$1730.00; 24/7 Preliminary Breath Test (PBT) fees collected \$50.00; SCRAM (alcohol detecting bracelet) fees collected \$455.00; 24/7 PBT participants 2;

SCRAM (Sobriety Program) participants 2; Calls for Service (does not include walk-in traffic) 391; Accidents investigated 8; Civil papers served 53; Cumulative miles traveled 7142; 911 calls responded to 65.

Executive Session: Motion by Tucholke and seconded by Dummann to enter into executive session at 9:44 AM for the purpose of a personnel issue(s) pursuant to SDCL 1-25-2 (1). Motion carried 4-0. Auditor Layher and Sheriff Owen were present. Chairman Stengel declared the meeting open to the public at 9:53 AM. No action taken.

Consent Agenda: Motion by Dummann and seconded by Tucholke to approve the consent agenda. Motion carried 4-0.

1. Plats:

2016-11

COUNTY COMMISSION RESOLUTION

LOT 1 OF LEDDY FARM ADDITION, LOCATED IN GOVERNMENT LOTS 2, 3 AND 4 OF SECTION 18, TOWNSHIP 119 NORTH, RANGE 49 WEST OF THE 5th P.M., GRANT COUNTY, SOUTH DAKOTA, as described above and hereon be approved and accepted and the Chairman is hereby instructed to endorse on such plat this resolution and to certify the same.

Doug Stengel
Chairman, Board of Commissioners
Grant County, South Dakota

2016-12

COUNTY COMMISSION RESOLUTION

LOT 1 OF EDWIN AND VIOLET GRIEPP ADDITION, LOCATED IN THE NE ¼ - SW ¼ OF SECTION 20, TOWNSHIP 121 NORTH, RANGE 46 WEST OF THE 5th P.M., GRANT COUNTY, SOUTH DAKOTA, as described above and hereon be approved and accepted and the Chairman is hereby instructed to endorse on such plat this resolution and to certify the same.

Doug Stengel
Chairman, Board of Commissioners
Grant County, South Dakota

2. Approve lease agreement with Xerox for a W7830P copier for a base charge of \$131.73 per month for the 4-H Office
3. Approve step increase to \$13.45 for CHN secretary Jessica Anderson to 6 month step effective 5-23-16

4. Approve step increase to \$14.95 for Sheriff Secretary Brittney Ritter to 1 year step effective 6-1-16
5. Approve auto supplement of revenue and expense for a grant award of \$6500 for POD development
6. Approve FY 2017 WIC Contract with the SD Dept of Health for the grant award of \$7,736

Unfinished Business: None

New Business: Auditor Layher reviewed the 2017 budget meeting dates with the commission.

Correspondence: None

Claims: Motion by Dummann and seconded by Tucholke to approve the claims as presented. Motion carried 4-0. A-OX WELDING, supplies 150.13; BERENS, supplies 277.65; BITUMINOUS PAVING, prof serv 2,737.50; BORNS GROUP, mailing expense 1015.69; BRENDA L HOLTQUIST, prof serv 87.50; BUTLER MACHINERY, parts & repair 4,289.98; CENTER POINT, books 129.73; CENTURLINK, phone 584.65; CHS –BORDER STATES, diesel fuel 2,418.60; CITY OF MILBANK, garbage site 13.00; CIVIL DESIGN, site design 3,850.00; CLIMATE AIR, maint 2,354.77; CNH INDUSTRIAL CAPITAL, parts 564.95; COLONIAL RESEARCH CHEMICAL, supplies 325.85; CONSOLIDATED READY MIX, hwy projects 1,558.94; CRAIG DEBOER, car wash usage 140.82; DELORIS J RUFER, rent 100.00; DESIGN ELECTRONICS, supplies 195.97; DS SOLUTIONS, election deck 175.00; ELECTION SYSTEMS & SOFTWARE, ballots 2,004.82; EQUIPMENT BLADES, blades 3,224.80; FISHER SAND & GRAVEL, hwy projects 4,364.33; FLOWER SHOPPE, supplies 65.00; G & K SERVICES, supplies 216.56; GALL'S, supplies 39.44; GARY D TRAPP, repair 267.75; GRANT CO SHERIFF DEPT, postage 8.30; GRANT COUNTY REVIEW, publishing 573.55; GRANT-ROBERTS RURAL WATER, rural water 40.60; HARTMAN'S, prisoner groceries & supplies 1,144.50; HEARST BUSINESS MEDIA, ref mat 110.00; HEDAHL'S, parts & supplies 174.26; INGRAM, books & AV 886.81; INTER-LAKES COMM ACT, worker 2,206.08; ITC, phone & internet 1,170.52; JAQUET MACHINE SHOP, repair 729.81; JEROME B JOHNSON, prof serv 217.60; JOANN PAULSON, prof serv 472.50; JOHNSON FEED, road salt 4,353.32; KELLY MIDWEST VENTURES, room 163.98; LABOLT DEVELOP CO, lib rent & internet 70.00; LEWIS FAMILY DRUG, prisoner care 98.38; LIBRARIAN'S BOOKS EXPRESS, books 259.52; LIBRARY SALES, books 458.82; LINCOLN CO AUDITOR, co assist 67.50;

MICHAEL TODD & CO, parts 524.17; MICROFILM IMAGING, scanner rent 362.00; MICROMARKETING, CD 128.69; MILBANK AUTO PARTS, supplies 19.98; MILBANK COMMUNICATIONS, prof serv 150.00; MILBANK LUMBER, supplies 212.60; MILBANK WINWATER WORKS, supplies 24.40; NELSON LAW OFFICE, allocation 3,742.00; NOVAK SANITARY SERVICE, prof serv 15.00; O'CONNOR CO, prof serv 2,204.00; OFFICE PEEPS, supplies 20.94; OTTER TAIL POWER CO, electricity 2,794.60; QUICK PRO LUBE, oil chg 42.51; RC TECHNOLOGIES, 911 transport & tower rent 95.96; RELIANCE, phone cards 500.00; ROGER A. BRIGGS, supplies 45.38; RUNNINGS, parts & supplies 857.45; RYAN MAGEDANZ, prof serv 1,388.57; SCHUNEMAN EQUIP, parts 516.88; SD ATTORNEY GENERAL, SCRAM FEES 275.00; SD DEPT OF REVENUE, BLAB 350.00; SEEHAFFER HARDWARE, supplies 242.79; SIBSON GRAVEL, gravel crushing 61,000.00; ST WILLIAMS, LEPC meals 562.60; TECH ONE, supplies 1,076.00; TRACIE JIBBENS, prof serv 240.00; TWIN VALLEY TIRE, parts & supplies 917.19; UPI PETROLEUM, LP, ethanol & diesel 1,455.20; VALLEY OFFICE, supplies 387.83; VALLEY SHOPPER, publishing 48.30; VISA, gas, books, rooms 835.64; WHETSTONE VALLEY ELECTRIC, electricity 261.94; WILLIAM E COESTER, mental illness bd 80.00; WITTROCK & SON, garbage service 150.00; XEROX, copier rent 1,386.70. TOTAL: \$127,273.80.

SDACO, ROD Modernization fee 94.00; SD ATTORNEY GEN, 24/7 & SCRAM fee ; SD DEPT OF REVENUE, sales, use & excise tax 296.07. TOTAL: \$390.07.

GRAND JUROR FEES: \$593.00.

It is the policy of Grant County, South Dakota, not to discriminate against the handicapped in employment or the provision of service.

The next meeting will be June 9 (Thursday due to Primary Election) and 21, 2016 at 8 AM. Motion by Tucholke and seconded by Buttke to adjourn the meeting. Motion carried 4-0. Meeting adjourned.

Karen M. Layher, Grant County Auditor

Doug Stengel, Chairman, Grant County Comm.