

January 19, 2016  
Unapproved minutes  
Union County Commissioners

The Union County Board of Commissioners met in regular session on January 19, 2016, at the Courthouse in Elk Point, SD at 10:40 a.m.

Members present Ballard, Karpen, Headid, Schempp and Ustad.

Motion by Headid, second by Ballard to approve the agenda with the addition of executive session for legal reasons. Carried.

Motion by Karpen, second by Headid to approve the minutes from January 5, 2016. Carried.

December Monthly Reports

Federal Prisoner & INS room & board fees-\$15,730.10.

Register of Deeds' reported \$10,809.50 in transfer tax and \$10,301 in fees.

County nurse reported \$85 in donations.

Clerk of courts reported \$45,979.98 in fines and fees.

Veterans Service Officer reported 26 individual contacts.

Bank Balance

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER  
December 2015

Total amount of deposits in bank	\$4,750,901.26
Total amount of actual cash	\$6,976.13
Total amount of checks and drafts in Treasurer's possession not exceeding three days	\$31,571.48
Investments	\$4,584,832.08
Cash Variance	-(\$.67)
Credit card outstanding	\$4,390.49
Total	\$9,378,670.77

\*Note: These figures include all funds administered by the county including city, schools & township revenue and other pass through accounts.

Abatements

Motion by Karpen, second by Ballard to approve #2016-001 abatement application from Lavenda Hansen for a Mobile home destroyed: Abate Ep City- \$39.84; EPJ School-\$45.94; Union County \$16.82; EP Fire District- \$1.64- Total: 104.24 (2014 MR- #2628) and to approve #2016-002 abatement application - James Redmond for court decision from the equalization process-court lowered the assessed value by \$25,813 for RE 2015: Abate Dakota Dunes-\$101.79; DV School-\$254.30; Union County \$82.80; DV Emergency Services District- \$17.84- Total: 456.,73(2015 RE- #11146). Motion carried.

Dakota Valley Emergency Services District Appointment

Motion by Headid, second by Karpen to appoint Deborah Miller to the Dakota Valley Emergency Services Board. Carried.

Equitable Sharing Agreement and Certification

Motion by Karpen, second by Schempp to approve the signing of the Equitable Sharing agreement and certification presented from the sheriff's department. Carried.

#### Personnel

Motion by Karpen, second by Schempp to approve the following new hires: PT Jailers- Jesse Henrichs and Brian Rasmussen @\$13.30 per hr. effective January 11, 2016; Deputy Treasurer Jamie Donnelly @25,779 per year effective January 26, 2016. Carried.

#### Personnel

Jackie Sieverding, Chief Deputy auditor, met with the board to discuss a concern on her position on Range 2 in the salary schedule. Sieverding cited instances where other employees with the same years of experience (25 years) or less were at the top of their respective ranges and her salary was closer to midpoint than the top. Following discussion, motion by Ballard, second by Schempp to change Sieverding's salary to 38,357 which is midway between midpoint and top of range 2. Vote 4 aye, 1 nay. (Karpen) Motion carried.

#### Highway

PWA Roggow met with the board. Greg Meyer present for discussion on ROW easement for bike trail from North Sioux City.

Motion by Karpen, second by Headid to move project 17-4 to 16-8 in the 5 year transportation plan using application for 80% Big Grant dollars to fund it. Carried.

#### Executive Session

Motion by Karpen, second by Headid to enter executive session for personnel at 11:51 a.m. Carried. Chairman declared the board out of session at 12:36 a.m. and declared a short recess.

#### Executive Session

Motion by Headid, second by Ballard to enter executive session for legal and personnel at 12:42 a.m. Carried. Chairman declared the board out of session at 1:08 p.m.

#### States Attorney

Discussion took place regarding a vacant position in the state's attorney's office. Following discussion, the board was polled on whether to include welfare director with this position. The board was favorable on including welfare director.

#### Extend the meeting

Motion by Karpen, second by Ballard to extend the meeting until 2:00 p.m.

#### Treasurer

Motion by Headid, second by Ballard to approve a contract for tax payments from Burton Haymes as recommended by Treasurer Hertel. Motion carried.

#### Fair

Fair manager Janet Lingle discussed with the board the possibility of the Farmers Coop's plan to build a building on the fairgrounds in Alcester. Because the county has a lease with the

city of Alcester for 99 years, the fairboard and commissioners will be involved in this process. Lingle will gather more information regarding the building.

### Surplus

Motion by Karpen, second by Schempp to surplus the Executone Phone System CH-1016. Motion carried.

### Alcester City Annexation

Alcester City Annexation discussion will be tabled until next meeting.

### Personnel

Fair Manager Janet Lingle discussed the amount of comp time that she had accumulated in 2015 amounting to 159.5 hours. Discussion took place about the responsibility of monitoring the amount of hours not to exceed the amount allowed in policy. Board suggested Lingle report at the monthly department meetings how much time she has accumulated per month and to take time off as soon as possible to avoid an overage.

### 2016 Salaries

In accordance with SDCL 6-1-10 the following list of salaries shall be published:

#### Monthly:

Richard Headid-\$995; Doyle Karpen-\$995; Robert Ballard-\$995; Marvin Schempp-\$995; Milton Ustad-\$1,095 (Commissioners-chairman- \$100); Jerry Miller-\$6,312.65 (States Attorney); Alexis Tracy- \$4,323.68 (Deputy States Attorney); Tina Knudson \$2,435.31 (Office Manager); Tamara Nash -\$4,298.08 (Deputy States Attorney); Alesha Voeltz-\$2,260 (legal assistant); Raymond Roggow-\$5,827.47 (Public Works Administrator-4,393.97 & EMA Director-1,433.50); Crystal Harkness-\$3,208.04(Hwy. Executive Secretary-3,050.31 & EMA-157.73); Dan Limoges-\$5,117.10 (Sheriff); Scott Sexton-\$4,262.23 (Supt. of Buildings and Grounds); Carol Klumper-\$4,409.83; (Auditor); Jackie Sieverding \$3,326.31 (Chief Deputy-3,196.42 & Technology Assistant-129.89); Cammy Abbey-\$2,634.01 (Deputy I-2,525.25 & Technology Assistant -108.76); Myron Hertel-\$4,083.33 (Treasurer-\$3,963.33, Web-\$120); Linda Roggow-\$2,960.17(Chief Deputy); Janette Bennett- \$2,901.08 (Deputy I); Joy Hemmingson-\$2,331.17 (deputy II); Jamie Donnelly-\$2148.25 (Deputy II); Jana Foltz-\$3,960.95 (Register of Deeds); Colleen Mead-\$2,941.25(Chief Deputy); Dawn Steckelberg-\$3,282.58(Director of Equalization); Tara Moreland-\$2,257(Administrative Assistant); Brandon Cooper-\$2,148.79 (GIS/Appraiser); Sheri Bousquet--\$2,565.46 (Chief Deputy Assessor); Ron Peter-\$2,252.13 (Appraiser); Janet Lingle-\$3,386.21 (Extension -1,403.95; P/Z assist-\$64.69; Weed supervisor-\$504.16; Fair Manager-\$1,413.42); Susan Irons-\$1359.60 (Veterans Service Officer); Dennis Henze-\$3,484.60 (Planning & Zoning); Lisa McInerney \$1096.18 (PT County Nurse-\$975.18, Jail-\$121).

#### Hourly:

Bonnie Pojunos-\$14.71 (PT Reg. of Deeds Clerk); Jana Hansen (PT custodian) \$14.52; Jean Elkins-\$13.22(Office PT Hwy) Richard Beeler-\$21.61 (Hwy IVA); Robert Bradshaw-\$19.77 (Hwy III ); Jerrine Collins-\$16.07( PT custodian); Matthew Dennison-\$21.11 (Hwy IV); Ed Donnelly \$17.17 (Hwy III); Jack Kirkebak-\$19.77 (Hwy III); L. Paul Limoges-\$22.51 (Hwy V); Jeff Noteboom-\$19.77(Hwy III); Oliver Morris-\$19.77 (Hwy III); Russell Paulson-\$21.00 (Hwy IV); Larry Clark \$18.08 (Hwy III); Derek Lykken \$17.91 (Hwy III); Robert O'Connell-

\$17.13 (Hwy III); Doug Irwin-\$14.04 (Reg. Part Time); Darryl Mincks-\$13.16 ( PT seasonal); Dale Steckelberg-\$18.67 (Hwy IVA); Michael Bucholz-\$22.02 (Chief Deputy/Investigator); Stephanie Ryan \$17.44 (Deputy II); James Prouty \$19.00 (Sergeant); Jason Westcott \$16.56 (Deputy II); Timothy Peet- \$15.72 (Deputy II); Robert Albertsen- \$15.72 (Deputy II); Tracy Smith-\$17.84 (Secretary); Judy Oberg-\$20.08(Communications/911 director ); Sharon Christensen-\$14.66 (Dispatcher II); Anthony Iverson-\$14.66 (Dispatcher II); Neil Leitru-\$15.86 (Dispatcher II); Dave Fedderson-\$13.98 (Dispatcher II); Mary Kriskey \$14.60 (Dispatcher II); Dawn Murra - \$13.23 (Dispatcher II);Sara Hight \$18.06 (Chief Correctional Officer); Sara Beatty-\$14.73 (Chief Deputy Jailer); Scott Roberts-\$13.43 (Correctional Officer II) Colin Campbell-\$14.60 (Dispatcher II); Brittany Bennar-\$14.82 (Correctional Officer II); Joshua Bridenstine-\$16.71 (Deputy II); Brian Hall \$13.34 (special deputy);Gary Olson-\$13.34 (special deputy); Shannon Steckelberg \$14.44(Correctional Officer II)Damian Frias \$14.44 (Correctional Officer II); Cassandra Ketchelos \$14.44 (Correctional Officer II); Shaun Vincent \$14.44 (Correctional Officer II); Michael Newcomb-\$14.09 (Correctional Officer II); Alec Adamski-\$13.30 (PT Correctional Officer II); Trent Bertram- \$13.30 (PT Correctional Officer II); Shannon Kymala- \$13.30 (PT Correctional Officer II); Jesse Henrichs-\$13.30 (PT Correctional Officer II); Brian Rasmussen- \$13.30 (PT Correctional Officer II); Rumi Weigel-\$14.16 (WIC/Nurse Secretary) Carol Sommervold \$13.97 (PT Treasurer/Auditor Clerk); Planning & Zoning and Weed board members- \$50 per meeting; Jim Christenson- \$58.00 per call- (Coroner). Deputy Coroners- Kelly Staum, Kama Johnson, Bill Pappas- \$58 per call.

### Claims

Motion by Headid, second by Ballard to approve the following claims. Carried. The following claims have been audited, approved and warrants drawn on the same: The following claims have been audited, approved and warrants drawn on the same: Bi-weekly payroll for 01-22-2016: Auditor \$195.58; Treasurer \$492.44; State's Attorney \$135.00; Public Building \$892.98; Register of Deeds \$823.76; Sheriff \$35,970.94; Nurse \$205.32; WIC \$269.04; Highway \$23,851.28; OASI \$4,527.34. Accurate Reporting (Transcripts) \$629.25; Alcohol Monitoring Sys (Supp) \$120.90; Alliance Communication (Util) \$150.00; Autry Reporting (Transcripts) \$112.50; Boyer Trucks (Repair/Supp) \$877.86; Century Business Products (Maint) \$498.41; Chesterman (Water) \$240.00; City of Alcester (Util) \$71.03; Class C Solutions Grp (Repair/Supp) \$63.15; Community Health Clinic (Care) \$103.50; Consolidated Communication (Util) \$122.70;Continental Research (Supp) \$804.00; Counsel (Maint) \$81.85; Dakota Dunes NSC Times (Publishing) \$107.00; Dakotabilities (Allot) \$360.00; Dataspec (Fee) \$399.00; Doyle Karpen (Mileage) \$16.80; Dunes Animal Hosp (Care) \$325.50; Dykstra Excavating (Ditch Work) \$463.73; Guarantee Oil (Supp) \$155.90;HDR Engineering (Prof Svc) \$4,463.55; Heiman Fire Equip (Maint) \$1,061.08; Johnson Feed (Supp) \$1,512.50; Jones Food Ctr (Supp) \$25.95;JPTS/USMS (Transport) \$2,306.00; Juror Fees \$1,050.60; Klass Law Firm (Legal Fees) \$400.60; Leader Courier (Publishing) \$106.76; Lewis & Clark BHS (Allot) \$11,508.00; LexisNexis (Supp) \$174.52; Maintenance Engineering (Supp) \$322.62; Marvin Schempp (Mileage) \$21.84; Menards (Repair) \$39.97; Mercy Medical Ctr (Care) \$3,655.80; Michael McGill (MI Board) \$444.30; Milton Ustad (Mileage) \$67.20; Minnehaha County Reg Juvenile Det (Care) \$1,155.00; NADAguides (Supp) \$75.00; Noll Collection Svc (Collections) \$145.53; Northside Glass (Repair) \$385.00; NW Iowa Emergency Phys (Care) \$448.00; One Office Solution (Supp) \$982.75; Pat Beck (Transcript) \$153.76; Pennington Co Jail (Transport) \$140.65; Pete's Produce (Supp) \$42.38; Pharm Chem (Supp) \$325.00; Printing Plus (Supp)

\$323.40; Raymond K Roggow (Per Diem) \$32.00; Richard Headid (Mileage) \$40.32; Robert Ballard (Mileage) \$35.70; Sam's Club (Supp) \$407.56; SD Dept of Labor (Unemployment) \$2,064.00; SD Dept of Public Safety (Maint) \$3,090.00; SD State Health Lab (BL Draw) \$875.00; SD911 Consulting (Maint) \$3,600.00; SDSAA (Dues) \$1,022.00; Servall Towel & Linen (Towel Svc) \$33.28; Sign Pro (Maint) \$84.00; Sioux Laundry (Jail Wash) \$710.60; State of South Dakota (Util) \$77.60; State Treasurer (Excise Tax) \$42.68; Stephanie Ryan (Per Diem) \$64.00; Stokes and Assoc (Testing) \$897.50; Sturdevant's Auto Parts (Repair/Supp) \$983.69; Transunion (Person Search) \$8.75; TuDogs Computing (Maint) \$227.50; US Bank (Supp/Maint) \$1,284.34; Vast Broadband (Util) \$194.73; Verizon Wireless (Util) \$183.52; Woodbury Co Treasurer (Title Fee) \$25.00.

Adjournment

Motion by Ballard, second by Karpen to adjourn at 1:59 p.m. until February 2, 2016. Carried.

ATTEST: \_\_\_\_\_

Carol Klumper, Auditor  
Union County

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Milton Ustad, Chairman  
Union County Board of Commissioners

Published once at the total approximate cost of\_\_\_\_\_.