

July 19, 2016  
Unapproved minutes  
Union County Commissioners

The Union County Board of Commissioners met in regular session July 19, 2016, at the Courthouse in Elk Point, SD at 8:30 a.m.

Members present Headid, Karpen, Schempp and Ustad. Commissioner-Elect Joffer present for the meeting.

Motion by Karpen, second by Headid to approve the agenda as amended. Carried.

Motion by Karpen, second by Schempp to approve the minutes from July 5, 2016 as presented. Carried.

June Monthly Reports

Veterans Service Officer reported 24 individual contacts.

Clerk of Courts reported \$73,726.30 in fines and fees. (2 reports)

Register of Deeds' reported \$16,045.50 in transfer tax and \$12,090 in fees.

Federal Prisoner & INS room & board fees-\$26,869.02.

Nurse reported \$0 in donations.

Bank Balance

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER  
June 2016

|  |                 |
|--|-----------------|
| Total amount of deposits in bank   | \$6,938,480.    |
| Total amount of actual cash  | \$3,827.92      |
| Total amount of checks and drafts in Treasurer's possession not exceeding three days | \$39,677.84     |
| Investments  | \$4,597,896.28  |
| Cash Variance  | -\$179.44       |
| Credit card outstanding  | \$5,247.25      |
| Total  | \$11,584,949.85 |

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

Lake County agreement

Motion by Schempp, second by Headid to approve the intergovernmental agreement for adult detention services with Lake County, SD. Carried.

Sick Leave Bank

Motion by Headid, Schempp to approve 175 hours from the Highway sick bank to Edward Donnelly. Carried.

Personnel

Motion by Headid, second by Karpen to approve hiring Andrew Minihan as a part-time emergency manager @ 19 hours per week, effective July 11, 2016 @ \$400 per week, requiring

Minihan to complete ICS 100, 200, 300 and NIMS 700 in the first 6 months of employment. Carried.

#### Surplus

Motion by Karpen, second by Headid to approve to surplus CH 1417 Sony Camera-junked. Carried.

#### Cash transfer

Motion by Headid, second by Schempp to transfer \$125,000 from General Fund to 911 fund. Carried.

#### 2nd quarter Automatic Supplement

Motion by Karpen, second by Schempp to approve automatic supplement to Highway budget for \$87,130.06 for 2014 June Flood Event; and Sheriff budget for \$14,686.32 for Highway Safety. Carried.

#### Department Head meeting

The following department heads met with the board for their monthly reports: Fair Manager Lingle, Nurse McInerney and Public Building Supt. Sexton.

#### Executive Session

Motion by Headid, second by Karpen to enter executive session at 9:28 a.m. for personnel reasons. Carried. Chairman declared the board out of session at 9:34.

#### Personnel

Board acknowledged the last day of employment for Brittany Bennar, jailer, was July 13, 2016.

#### Recess

Chairman declared a recess at 9:35 - 9:41

#### Highway

Hwy. Supt. Paul Limoges met with the board for various matters.

Motion by Karpen, second by Headid to sign the necessary documents for vacating the easterly 10 feet of Pinkney St. Carried.

Motion by Headid, second by Schempp to approve the funding agreement for the bridge improvement grant- BRO 8064(00)16-1 PCN 05Q3 for structure #64-144-055. Carried.

#### States Attorney

SA Miller met with the board on various matters.

#### Emergency Management

Andrew Minihan met with the board. Discussion on purchasing laptop and cell phone took place.

#### Recess

Chairman declared a recess at 10:30- 10:40

Claims

Motion by Schempp, second by Headid to approve the following claims. Carried. The following claims have been audited, approved and warrants drawn on the same: Bi-weekly payroll for 07-22-2016: Auditor \$293.37; Treasurer \$195.58; State's Attorney \$570.69; Care of Poor \$99.19; Public Building \$776.82; Register of Deeds \$404.53; Sheriff \$38,099.19; Nurse \$198.24; WIC \$346.92; Fair \$543.88; Weed \$3,111.87; Highway \$22,932.37; EMA \$59.31 OASI \$4,889.43. 2016 Deductible/ Out of Pocket \$2,750.00; Alcohol Monitoring Sys (Supp) \$117.00; Alliance Communication (Util) \$190.46; Arctic Ice (Supp) \$20.00; Avera Sacred Heart Hosp (Care) \$295.92; Brian's Repair (Maint) \$372.50; Butler Machinery (Repair) \$5,262.88; Campbell Supply (Repair) \$209.13; Century Link (Util) \$373.95; Certified Testing Services (Testing Svcs) \$850.00; Chesterman (Water) \$300.00; City of Alcester (Util) \$60.32; City of Elk Point (Util) \$5,709.84; Consolidated Communication (Util) \$245.40; Convergent Technologies (Maint) \$2,361.04; Counsel (Maint) \$211.45; Dakotabilities (Allot) \$360.00; Dawn Steckelberg (Per Diem) \$11.00; Dean Schaefer (MI Hearing) \$42.00; Denise Cody (MI Hearing) \$6.00; Dept of Public Safety (ID Card) \$10.00; Doyle Karpen (Mileage) \$83.16; Environmental Energy (Repair) \$65.00; Fastenal (Supp) \$202.82; Filter Care (Supp) \$147.20; Gary's Tree Svc (Prof Svc) \$350.00; Governors Inn (Lodging) \$85.00; Great Plains Zoo (Fair Exp) \$47.00; I-State Truck Ctr (Repair) \$771.28; Inland Truck Parts (Supp) \$102.49; Interstate Battery Sys (Repair) \$519.30; Jack's Uniform & Equip (Supp) \$34.50; Jackie Sieverding (Per Diem) \$36.00; Jebro (Supp) \$238,751.22; Jeff's Lawn Care (Lawn Care) \$445.00; Jerry Pollard (MI Hearing) \$18.00; Joan Kittelson (MI Hearing) \$6.00; Jones Food Ctr (Supp) \$30.47; Kinetic Leasing, (Pymt) \$8,449.80; Klass Law Firm (Legal Fees) \$483.80; Knife River (Progress Pymt) \$157,513.05; L G Everist (Supp) \$1,258.12; Language Line Svcs (Interpreter) \$11.70; Leader Courier (Publishing) \$42.00; Lewis & Clark BHS (Care) \$160.00; Lewis Drug (Drugs) \$167.44; Lincoln Co (Reimb MI) \$582.00; Lucy Lewno (MI Hearing) \$84.25; Marvin Schempp (Mileage) \$43.68; Marx Dust Control (Supp) \$324.00; Matheson (Supp) \$59.91; Menards (Supp) \$49.99; Michael McGill (MI Board) \$967.84; MidAmerican Energy (Util) \$101.10; Midwest Wheel Companies (Repair) \$23.36; Milton Ustad (Mileage) \$69.30; Myrl & Roys Paving (Supp) \$640.92; Networkfleet (Maint) \$102.00; Noll Collection (Collections) \$49.50; Northland Products (Supp) \$1,461.50; One Office Solution (Supp) \$418.19; Pennington Co Jail (Transport) \$44.50; Pharm Chem (Supp) \$225.00; Quill (Supp) \$123.97; Ramkota Hotel (Lodging) \$96.99; Richard Headid (Mileage) \$26.88; Sam's Club (Supp) \$490.97; Sanford Health (Autopsy) \$1,085.00; SD Dept of Labor (Unemployment) \$254.00; SD Dept Transportation (Pro Rata Share) \$538.04; SD State Health Lab (Lab Fees) \$135.00; Select Parts (Repair/Supp) \$298.28; Servall Towel & Linen (Towel Svc) \$34.01; Sioux Co Sheriff (Return) \$43.08; Sioux Laundry (Jail Wash) \$452.65; Snow Doctors (Repair) \$5,580.00; Southeast Farmers Coop (Repair/Supp) \$145.65; Star Publishing (Ad) \$50.00; State Of South Dakota (Util) \$96.79; Sturdevant's Auto Parts (Repair/Supp) \$298.23; Supplyworks (Supp) \$522.19; Thomson Reuters - West (Supp) \$422.50; Transunion (Person Search) \$25.00; Tyler Technologies (Repair) \$150.00; US Bank

(Supp/Fuel/Lodging) \$1,489.46; Vast Broadband (Util) \$180.95; Verizon Wireless (Util) \$658.14; Ziegler (Repair) \$1,440.85.

Budget Discussion

Discussion took place on the 2017 budget. 911 coordinator Oberg met with the board to discuss the updated quote on the MCC 7500 Dispatch Console.

Extend the meeting

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

Recess

Chairman declared a recess at 12:01. Meeting resumed at 1:00 p.m.

Budget Discussion

Discussion took place on the 2017 budget.

Extend the meeting

Motion by Headid, second by Karpen to extend the meeting until 2:30 p.m.

Provisional Budget

Motion by Karpen, second by Headid to approve the Provisional Budget for 2017.  
Carried.

Calendar

Motion by Karpen, second by Headid to move the September 13 regular meeting to September 20 due to a conflict with State Convention. September meetings will be held on September 6, 20 and 27. Motion carried.

Adjournment

Motion by Karpen, second by Schempp to adjourn at 2:25 p.m. until August 2, 2016 at 8:30 a.m. Carried.

ATTEST: \_\_\_\_\_  
Carol Klumper, Auditor  
Union County

\_\_\_\_\_  
Milton Ustad, Chairman  
Union County Board of Commissioners

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