

June 20, 2017
Unapproved minutes
Union County Commissioners

The Union County Board of Commissioners met in regular session on June 20, 2017, at the Courthouse in Elk Point, SD at 8:30 a.m.

Members present were Dailey, Joffer, Headid, Kimmel and Ustad.

Motion by Headid, second by Joffer to approve the agenda with the addition of 8% retirement for Jailers. Carried.

Motion by Joffer, second by Headid to approve the minutes from the June 6, 2017 meeting. Carried.

July 3rd Closing

Motion by Kimmel, second by Dailey to follow the decision of the state and allow the closure of county offices July 3rd, 2017. Carried.

Calendar change

Motion by Joffer, second by Dailey to change the July 4th, 2017 meeting date to July 5th, 2017. Carried.

Cash Transfer

Motion by Kimmel, second by Dailey to approve cash transfer from the General Fund to 911 Fund of \$125,000. Carried.

Motion by Headid, second by Kimmel to transfer \$50,000 to the Highway Bridge Accumulation account and \$150,000 to the 911 Equipment Accumulation account. Carried.

Automatic Supplements

Motion by Joffer, second by Dailey to approve the automatic supplements as follows: Sheriff Budget- \$2,177.14 Highway safety grants; Highway Budget- 3,076.17 B.I.G.; Jail Budget-\$180.46 JJDPA. Carried.

Personnel

Motion by Headid, second by Kimmel to reclassify Cammy Abbey to chief deputy auditor-effective July 1, 2017 @ \$32,903.04 annually; Lori Boulware \$100.00 per month data processing-effective July 1, 2017; Carol Sommervold- increase to \$16.50 per hour effective July 2, 2017. Carried.

Department Head Report

Lisa McInerney presented her monthly report.

Recess

Chairman declared a recess from 9:20 to 9:28.

Highway

Hwy Supt. Limoges met with the board to discuss various matters.

Motion by Dailey, second by Headid to sign permit application for the City of Jefferson to occupy the ROW on Cr#6 (330th St.) July 14, 2017. Carried.

Motion by Headid, second by Kimmel to authorize Chairman Ustad to sign the necessary contracts for the highway storage building. Carried.

Appointment

Motion by Headid, second by Kimmel to appoint Jackie Sieverding as county auditor (to fill term) effective July 1, 2017 @ \$53,718. annually. Carried.

Resolution #UCC-2017-003

Discussion took place on the opt-out that was completed in 2017. Motion by Headid, second by Kimmel to approve the following resolution for 500,000 for 7 years. (using the same amount as the opt out). Roll call vote Dailey Aye, Headid Aye, Joffer Aye, Kimmel Aye, Ustad Aye. Carried. Discussion followed. Motion to amend the resolution to omit the 7 years by Headid, second by Kimmel. Roll call vote Dailey Aye, Headid Aye, Kimmel Aye, Joffer Aye, Ustad Aye. Carried.

ATTENTION TAXPAYERS: NOTICE OF PROPERTY TAX INCREASE

OF \$500,000

Resolution #UCC 2017-003

**RESOLUTION TO IMPOSE TAX FOR COUNTY HIGHWAY & BRIDGE
RESERVE LEVY**

Per SDCL: 10-12-13, The board of county commissioners may levy an annual tax as a reserve fund to be accumulated and used for the purpose of maintaining, repairing, constructing, and reconstructing roads and bridges as follows:

- (1) A levy not to exceed one dollar and twenty cents per thousand dollars of taxable valuation, if the total taxable valuation of the county is one billion dollars or less:
- (2) A levy not to exceed ninety cents per thousand dollars of taxable valuation, if the total taxable valuation of the county is more than one billion dollars but less than two billion dollars; and
- (3) A levy not to exceed sixty cents per thousand dollars of taxable valuation, if the total taxable valuation of the county is two billion dollars or more.

Moneys in the fund may be expended in the laying out, marking, maintaining, constructing, and reconstructing roads and maintaining, constructing, and reconstructing bridges, under the jurisdiction of the board of county commissioners.

THE GOVERNING BOARD OF Union County states that the above said board is unable to properly maintain, repair, construct, and reconstruct roads and bridges in UNION COUNTY. Law now permits the governing board of said entity to establish a tax amount which may be levied and such amount can increase each year with the

amount of inflation and new construction. Therefore the board does now establish a base property tax in the amount of \$500,000 starting with calendar year 2017 taxes payable in the calendar year 2018. This action has been taken by the board and approved by at least a two-thirds vote of the board.

This decision may be referred to a vote of the people upon a petition signed by at least five percent of the registered voters in the district and filed with the governing body within twenty days of the first publication of this decision.

Unless this action is referred to a vote of the people and reversed by such vote, this resolution authorizes the county auditor to spread a levy to raise tax dollars in the above stated amount, allowing for percentage increases from inflation and new construction in subsequent years. Dated June 20, 2017

State's Attorney

SA Miller met with the board on various matters.

Resolution #UCC-2017-004

Motion by Headid, second by Kimmel to approve the following resolution. Roll call vote Dailey Aye, Headid Aye, Joffer Aye, Kimmel Aye, Ustad Aye. Carried.

**ATTENTION TAXPAYERS:
NOTICE OF PROPERTY TAX INCREASE OF \$10,000
RESOLUTION FOR OPT OUT #UCC 2017-004**

THE GOVERNING BOARD OF Richland Township do state that the above said board is unable to operate under the tax limitation measure currently in statute. We therefore OPT OUT of such tax limitation in the amount of \$ 10,000 starting with calendar year 2017 taxes payable in the calendar year 2018. This opt out will be for One years, which will be through taxes payable in the calendar year 2018. This action has been taken by the board and approved by at least a two-thirds vote of the board. This opt-out will be used for maintenance and materials for Richland Township roads

This decision may be referred to a vote of the people upon a petition signed by at least five percent of the registered voters in the district and filed with the governing body within twenty days of the first publication of this decision. Unless this action is referred to a vote of the people and reversed by such vote, this resolution authorizes the county auditor to spread an excess levy to raise tax dollars in the above stated amount. Dated June 20, 2017

EMA

Andy Minihan met with the board on various matters.

Resolution #UCC-2017-005

Motion by Joffer, second by Headid to approve the following resolution and to appoint Andy Minihan as agent.

RESOLUTION #UCC 2017-005
APPOINTMENT OF APPLICANT AGENT

For the

Hazard Mitigation Grant Program (HMGP)

WHEREAS, Union County is submitting a Hazard Mitigation Grant project to the Federal Emergency Management Agency and the State of South Dakota; and

WHEREAS, Union County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that Union County appoints Andy Minihan as the authorized Applicant Agent. Dated this 20th, day of June, 2017.

Surplus

Motion by Headid, second by Joffer to surplus MCUT 2005 AmeriCamp Trailer model 1300FBT. (EMA dept) Carried.

Treasurer

Treasurer Hertel met with the board on various matters.

Treasurer Hertel discussion on the reclassification of Joy Hemmingson. Motion by Headid, second Dailey to move Joy Hemmingson to Chief Deputy July 1, 2017 @ \$35,000. Annually. Carried.

Motion by Joffer, second by Kimmel to approve the hiring of a p-t clerk at 20 hours a week. Carried.

Resolution #UCC-2017-006

Motion by Headid, second by Joffer to approve the following resolution. Carried.

**RESOLUTION UCC #2017-006
FOR THE ESTABLISHMENT OF A LONG/SHORT AND
REFUND/COLLECTION POLICY**

WHEREAS, The Treasurer's office handles numerous payments by mail for Motor Vehicle fees, taxes, and other items; and

WHEREAS, Those payments are often long or short compared to the amount due, and the cost and time taken to process a refund or collect the shortage can often exceed the amount of the refund or collection amount;

NOW THEREFORE BE IT RESOLVED, that the Union County Treasurer's Office initiate a policy in which we will not refund via check and mail any amounts \$3.00 or less, nor be required to collect any amount \$3.00 or less, and the balance of cash longs and shorts be adjusted via a journal entry at the end of each calendar year.

Effective date: July 1st, 2017

Resolution #UCC-2017-007

Motion by Dailey, second by Headid to approve the following resolution. Carried

RESOLUTION UCC #2017-007

**FOR THE ESTABLISHMENT OF AN ADMINISTRATIVE FEE FOR
NON-RESIDENT TITLE TRANSFERS DONE BY MAIL**

WHEREAS, The Treasurer's office handles numerous vehicle title transfers through the mail for individuals and businesses who are not residents of South Dakota; and
WHEREAS, Those title transfers typically take extra time to process due to calling, mailing and emailing documents back and forth, using valuable resources and incurring additional expense and time; and

WHEREAS, The Treasurer's office should be able to recover some or all of those additional expenses so as not to burden the taxpayers of Union County; and

WHEREAS, Non-Resident will be defined as someone not holding a valid South Dakota issued Driver's License or ID card with a valid physical address(no PMB addresses), or a business located outside the boundaries of the State of South Dakota;

NOW THEREFORE BE IT RESOLVED, that the Union County Treasurer's Office charge a \$25.00 administrative fee for all title transfers done by mail for any non-resident individual or business excluding active duty members of any U.S. Military branch.

Effective July 1st, 2017.

Recess

Chairman declared a recess from 11:12 to 11:20.

Liability Insurance Renewal

Mark Jensen met with the board for the annual liability insurance renewal.

TIF-Gold Circle

Jeff Dooly requested that the County sign the contractor's application for payment. Motion by Headid, second by Dailey to authorize Chairman to sign. Carried.

Retirement

Discussion on 8% retirement for Jailers. Sheriff Dan Limoges will need to start process with SDRS.

Claims

Motion by Headid, second by Joffer to approve claims. Carried.

The following claims have been audited, approved and warrants drawn on the same: Bi-Weekly payroll for 06-23-2017: Auditor \$601.02; State's Attorney \$664.32; Care of Poor \$94.56; Public Building \$1,426.77; Register of Deeds \$726.05; Sheriff \$14,000.38; Jail \$14,196.58; Communications \$9,454.17; Nurse \$210.98; WIC \$356.48; Fair \$583.10; Weed \$2,565.81; Highway \$23,262.92; Flood Control \$337.40; EMA \$800.00; OASI \$5038.29. 2017 Deductible \$1,961.60; Alcester Ambulance (Allot) \$5,000.00; Alcester Fire Dept (Allot) \$8,666.67; Arctic Ice (Supp) \$20.00; Avera Mckennan Hospital (Care) 78.00;Avera Occupational Medicine (Drug Test) \$56.90; Avery Brothers (Prof Svc) \$1,130.00;Barkley Asphalt Paving (Supp) \$757.12; Beresford Ambulance (Allot) \$5,000.00; Beresford Fire Dept (Allot) \$8,666.67; Brian's Repair (Repair) \$742.90; Bruce Ericson (Mileage) \$61.32; Butler Machinery (Repairs/Supp)

\$583.77; Cammy Abbey (Per Diem) \$32.00; Campbell Supply (Supp) \$317.93; Century Business Products (Supp) \$987.18; Century Link (Util) \$1,600.10; Certified Languages Int'l (Interpreter) \$14.85; Children's Inn (Allot) \$690.00; City of Elk Point (Util) \$5,411.16; City of Hawarden (Allot) \$6,000.00; Community Health Clinic (Care) \$126.10; Counsel (Maint) \$131.19; Dakota Dunes NSC Times (Publishing) \$129.77; Dept of Revenue (Title) \$21.20; Elk Point Ambulance (Allot) \$5,000.00; Frantzen Reporting (Transcript) \$258.90; GCC Alliance Concrete (Supp) \$380.00; Henderson Exhaust Plus (Repairs) \$19.00; Honeywell Int'l (Maint) \$7,070.18; Hydraulic Sales (Repairs) \$200.49; Integrated Technology & Security (Repair) \$380.00; Jackie Sieverding (Per Diem) \$32.00; James Potratz (Maint) \$450.00; Jefferson Ambulance (Allot) \$5,000.00; Jefferson Fire Dept (Allot) \$8,666.67; Jensen Ins Agency (Ins) \$144.00; Johnson Feed (Repair) \$85.04; Jones Food Center (Supp) \$20.94; JPATS/USMS (Transport) \$4,564.00; ; Juror Fees \$14,259.36; L G Everist (Supp) \$10,285.74; Lacroix Law (Ct Appt Atty) \$446.26; Leader Courier (Publishing) \$131.40; Lewis & Clark BHS (Care) \$480.00; Lewis Family Drug (Drugs) \$33.08; Matthew Lee Olson (Ct Appt Atty) \$638.43; Mclaury Engineering (Prof Svc) \$3,497.00; Mcleods (Supp) \$360.51; Medical Waste Transport (Maint) \$106.70; Michael Dailey (Mileage) \$29.40; MidAmerican Energy (Util) \$139.84; Milton Ustad (Mileage) \$71.40; Myrl & Roys Paving (Supp) \$220.99; Office Systems (Maint Agreement) \$190.58; Ollies Drive Inn (Jail Meals) \$12,027.60; One Office Solution (Supp) \$607.53; Pennington Co Jail (Transport) \$140.65; Persing Backhoe (Svc) \$5,003.10; Pete's Produce (Repairs & Supp) \$34.77; Pharm Chem (Supp) \$200.00; Pitney Bowes (Rental) \$365.76; Pyle Automotive (Maint) \$117.36; Quill (Supp) \$220.20; Rachel Okane (Mileage) \$113.40; RELX dba LexisNexis (Supp) \$144.29; Richard Headid (Mileage) \$26.88; Riverside Technologies (Supp) \$1,444.85; Safe Options Svcs (Allot) \$690.00; Sam's Club (Supp) \$1,889.01; Sanford Health (Lab Fee) \$20.00; Scott Sexton (Mileage) \$100.80; SDAAO (Reg) \$1,200.00; Servall Towel & Linen (Towel Svc) \$33.28; Sioux City Foundry (Repairs) \$438.20; Sioux City Truck Sales (Supp) \$96.48; Sioux Falls Two-Way Radio (Repair) \$410.93; Southdale Nursery (Prof Svc) \$384.00; Star Publishing (Publishing) \$120.00; State of South Dakota (Util) \$76.51; Sturdevant's Auto Parts (Repair/Supp) \$417.09; The Bridges at Beresford (Supp) \$917.59; Thomson Reuters - West (Supp) \$399.55; Tom Kimmel (Mileage) \$46.06; Tom Noll (Mileage) \$43.68; Transunion (Person Search) \$25.00; Triview Communications (Supp) \$140.00; Union Co (Fuel) \$6,778.11; US Bank (Supp/Travel/Fuel/Tools) \$2,086.88; Vast Broadband (Util) \$99.56; Verizon (Maint) \$102.00; Verizon Wireless (Util) \$1,356.36; Wilcox Electric (Repair) \$876.59; Woodbury Co Starcomm (Maint) \$958.27; Yankton Co (Reimb MI) \$356.25; Z & S Dust Control (Supp) \$21,390.00.

Excutive Session

Motion by Headid, second by Joffer to move into executive at 12:00 p.m. to discuss personnel matters. Carried. Chairman declared the board out of executive session at 1:20 p.m.

Adjournment

Motion by Kimmel, second by Headid to adjourn until July 5, 2017. Carried.

ATTEST: _____
Jackie Sieverding, Deputy Auditor Milton Ustad, Chairman
Union County Union County Board of Commissioners

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