

January 10, 2012

The meeting of the McCook County Commission was called to order in their Meeting Room by Chairman Ron Scharffenberg. Members present: Ralph Dybdahl, Marc Dick, Sheldon Butzke, Bill Smith.

Chairman Scharffenberg led the Pledge of Allegiance.

Chairman Scharffenberg called for approval of the Agenda. Motion made by Smith to approve the Agenda. Second Butzke and motion carried.

The minutes from the December 29<sup>th</sup> meeting were sent to Board members for review prior to publication. Chairman Scharffenberg called for approval of same. Motion made by Dybdahl to approve the minutes for publication. Second Smith and motion carried.

At this time, the meeting was turned over to Auditor Sherman to reorganize as the 2012 Board of County Commissioners. The Auditor called for nominations for a Chairman.

Smith nominated Butzke as Chairman. Second Dybdahl. Dick moved that nominations cease and Butzke be declared Chairman. All voted aye.

Dybdahl nominated Smith as Vice-Chairman. Second Dick. Scharffenberg moved that nominations cease and Smith be declared Vice-Chairman. All voted aye.

Dick nominated Dybdahl as Official Stamper. Second Scharffenberg. Butzke moved that nominations cease and Dybdahl be declared Official Stamper. All voted aye.

Chairman Butzke assumed control of the meeting.

Motion made by Dybdahl, second Dick, carried, to make the following appointments and designations for 2012. To authorize all county officials to attend meetings and workshops within the State of South Dakota, which are beneficial to McCook County.

APPOINTMENTS: Smith: 4-H Youth Advisory Board, Minnehaha County Regional Juvenile Detention Center Board. Dybdahl: Inter-Lakes Community Action Board, Greater McCook Development Alliance Board, South Eastern Council of Governments Board. Scharffenberg: Bridgewater Ambulance Board, Hanson-McCook Regional Library Board. Dick: Southeastern Behavioral Healthcare, Volunteers of America, Dakotas. Butzke: Weed Board, Emergency & Disasters Service. County Health Board: SD Department of

Health and States Attorney Roger Gerlach. Planning & Zoning Board: Board of County Commissioners. Drainage Board: Board of County Commissioners. Public Health Physician: State Health Board. Highway Superintendent: Michael Kreutzfeldt. Custodian: Dwayne McIntyre. Weed Supervisor: John Heiberger. County Coroner: Andrew Kinzley. 4-H Youth Advisory Board Members: Carla Stahl, Kevin Blagg, Bernice Schallenkamp, Carie Stiefvater, and Deb Eichacker. Weed Board Members: Irvin Dykstra, Bill Lehrman, Lyle Hetland, and Mark Meyers.

DESIGNATIONS: Courthouse steps/front lobby as the site of sale of county tax deed property. The bulletin board will serve as official posting place for county notices. Official county newspapers: Montrose Herald, Bridgewater Tribune, Canistota Clipper. Depositories for county monies: Farmers State Bank, Bridgewater; The Security State Bank, Canistota; Security State Bank, Montrose; First Dakota National Bank, Salem; Security State Bank, Spencer.

Election Board workers will receive \$125.00 compensation for Election Day and \$25.00 for attending the election school.

Mileage will be paid at State rate and receipts will be required for meal reimbursement which will be paid through payroll according to IRS rules.

McCook County does not discriminate on the basis of handicapped status in the admission or access to, treatment of employment in, its programs or activities.

The wage scale for McCook County employees for fiscal year 2012 follows:

Salaried (includes longevity):

Geralyn Sherman, Auditor	\$37121
Geralyn Sherman, Welfare Director	\$ 2000
Michele Eichacker, Deputy Auditor	\$28732
Michele Eichacker, Welfare Billing	\$ 1000
Carol Lauer, Treasurer	\$36721
Rebecca Hoiten, Deputy Treasurer	\$25182
Laurie Schwans, Register of Deeds	\$37021
Beverly Bartling, Deputy Register of Deeds	\$28632
Tracy Hofer, Director of Equalization	\$36821
Tracy Hofer, Planning & Zoning Administrator	\$ 5000
Louise Hohn, Staff Appraiser	\$25782
Roger Gerlach, States Attorney	\$39115
Sheri Weber, States Attorney Secretary	\$21136
Karen Fendrich, CHN Secretary	\$28432

Mark Norris, Sheriff	\$43750
Matt Bormann, Deputy Sheriff	\$33150
Mike Kane, Deputy Sheriff	\$33050
Jeremy Van Tassel, Deputy Sheriff	\$33050
Josh Stoltenberg, Deputy Sheriff	\$32900
Megan Jansma, Deputy Sheriff	\$32900
Lisa Kampshoff, Sheriff's Secretary/Dispatcher	\$28632
Lisa Kampshoff, 24/7	\$ 2500
Michael Kreutzfeldt, Hwy. Supt.	\$43382
Michael Kreutzfeldt, Drainage Administrator	\$ 5000
Michelle Zelmer, Hwy Dept Secretary	\$28732
Michelle Zelmer, Drainage Secretary	\$ 3000
Bradley Stiefvater, EDS Director	\$30598
Dwayne McIntyre, Custodian	\$26765
John Heiberger, Weed Supervisor	\$ 8200
Ralph Dybdahl, Commissioner	\$ 6850
Sheldon Butzke, Commissioner	\$ 6750
Ronald Scharffenberg, Commissioner	\$ 6600
Marc Dick, Commissioner	\$ 6850
William Smith, Commissioner	\$ 6950

Hourly:

Part-Time

Kay McCormick, Auditor's Office	\$11.44
Tammy Paulsen, Treasurer's Office	\$11.44
Cleta Lentsch, Register of Deeds	\$11.44
Jim Lentsch, Courtroom Security Officer	\$11.44
Susanne Arnold, Assessor's Office	\$11.44
Keith Aden, Veteran's Service Officer	\$11.44

Highway Department employees:

Sam Boecker, Laborer	\$15.00
James Fecko, Heavy Equipment Operator	\$15.35 + \$250 longevity
Ron Heumiller, Laborer	\$15.00
Heath Koepsell, Seasonal	\$11.44 + \$150 longevity
Doug Mokros, Heavy Equipment Operator	\$15.35 + \$350 longevity
Travis Raap, Shop Foreman	\$16.35 + \$250 longevity
Donnie Theel, Heavy Equipment Operator	\$15.35 + \$550 longevity
Brian Weber, Road Foreman	\$16.60 + \$650 longevity
Joshua Zens, Heavy Equipment	\$15.35 + \$150 longevity

Hwy Supt, Mic Kreutzfeldt, reported the present inventory value at \$501,408.81; gravel pit inventories \$229,427.56; present worth of fixed assets \$1,207,834.58. The 2011 expenditures on major projects and the ending budgets for Hwy Dept and Weed Dept were reviewed. Kreutzfeldt recommended using the 2011 material rates/pit royalties for 2012 as follows: gravel .85/ton; sand .85/ton; rock .85/ton; black dirt 1.25/cubic yard; clay .50/cubic yard. Kreutzfeldt recommended using the current FEMA "Schedule of Equipment Rates"

as adopted in September 2011. Kreutzfeldt recommended using the 2011 rates for unscheduled equipment and increasing labor, \$2.00, for 2012 as follows:

Brillion Seeder	\$120.00 per day
Sheepfoot Roller	\$50.00 per day
Broadcast Seeder	\$25.00 per day
Trash Pump – 3”	\$20.00 per day or \$60.00 per week
Air Compressor	\$26.00 per hour
Labor	\$25.00 per hour

Minimum charge of 1 hour per day on all rates.

Kreutzfeldt recommended using the 2011 rates for Moving Permits (non-divisible loads only) for 2012:

Over Dimension: \$10.00 per day per vehicle  
\$25.00 per year per vehicle

The overweight permits must be approved by the Hwy Superintendent.

Overweight: \$20.00 per day per vehicle

Overweight for 1 year (May 1 – February 14) \$100.00 for gravel roads, approved by Supt (construction companies only).

Flying: \$25.00 per 6 months

Motion was made by Smith to follow the above noted recommendations of Hwy Supt Kreutzfeldt. Second Scharffenberg and carried.

Motion made by Dick to convene as Drainage Commission. Second Dybdahl and carried.

At 9:30 a.m. the Drainage Hearing for Permit D11-127, James Miles, applicant, was held as advertised.

Project description: drain 80 acres of NE4 36-104-53 with outlet to be NE4NE4 36-104-53. Drainage Adm Kreutzfeldt presented information regarding the Drainage Permit application. The Dept of GF&P did not sign off as downstream landowner because of possible impact to game production area/s. Andy Gabbert, Habitat Resource Biologist, and Steve VanderBeek, Regional Habitat Manager, were present. VanderBeek noted concerns regarding loss of habitat areas, killing emergent vegetation, loss of grazing acres, maintenance trail to food plot and closed basin. VanderBeek referenced the option for a water control structure which would allow scheduling for water release or filtration structure. Butzke asked Miles if he would consider placement of a water control and/or filtration structure with this being cost shared between him and GF&P. VanderBeek indicated that he would not be the individual giving approval for a cost share project, but these have been done. Smith and Dick commented that they didn't see a negative impact because very few acres are in effect being tilled. Kreutzfeldt recommended that a decision be tabled for 60 days allowing the party's time to work on a

shared project. Motion made by Scharffenberg to table to 9:30 a.m., March 20<sup>th</sup>. Second Smith and motion carried.

Drainage Adm Kreutzfeldt presented the following drainage permit applications, noting that downstream landowner signatures were obtained and he has signed off of them: Permit D11- 088 Evelyn Schmidt, land to be drained W2W2 16-104-53; Permit D11-089 Francis Kane, land to be drained NW4 21-104-53.

Kreutzfeldt noted that Randy Bunger has requested a hearing for Permit D12-01, land to be drained SE4 4-102-56, due to lack of downstream acceptance signatures. Motion made by Dybdahl to set 9:30 a.m., February 7<sup>th</sup> as time for drainage hearing. Second Smith and motion carried.

The Board reconvened as Board of County Commissioners.

Hwy Supt Kreutzfeldt presented letter from Dept of Transportation regarding highway funding. The Department is in a position to again offer local government entities the opportunity to exchange their federal fund allocation for state funds for this federal fiscal year. This will be discussed at a future meeting. Discussed Co Rd 21A, milling and overlay project using capital outlay funds and not chip seal road this year.

Motion made by Smith to convene as Drainage Commission. Second Dybdahl and motion carried.

Following a request from the Drainage Commission, States Attorney Gerlach was present to give his opinion regarding requirement of downstream acceptance signatures: when adding laterals to a previously permitted main and when expanding a previously permitted main by adding laterals from other properties. In both cases downstream acceptance signatures are required along and ½ mile beyond the property that the tile outlets. Roger Hofer was present.

The Board reconvened as Board of County Commissioners.

Motion made by Scharffenberg to enter into Executive Session at 10:55 a.m. to discuss a personnel matter. States Attorney Gerlach and Auditor Sherman were present. Second Smith and motion carried. Chairman Butzke declared out of Executive Session at 11:00 a.m.

A call was placed to Ilene Manster, Membership Coordinator, National Assn of Counties, to discuss the NACo Prescription Discount Card Program with the Board. The program is designed for the under-insured and non-insured. Following discussion, the Board asked Manster to send a contract for signature of the Chairman.

Auditor Sherman presented the Advance Tax and Escrow Accounts from Treasurer, Carol Lauer; these to be reviewed monthly by the Commission per our latest Audit.

Auditor Sherman presented a request from Tracy Hofer, Dir of Equalization, to the Board. Hofer is asking that her Planning & Zoning salary be decreased by \$1000 with this amount being paid to Louise Hohn who will be doing secretarial duties for Planning & Zoning. Motion made by Dick to lower Hofer's Planning & Zoning salary to \$4000 and pay \$1000 to Hohn for Planning & Zoning duties; keeping the budget for salary at \$5000. This change is effective January 9, 2012. Second Scharffenberg and motion carried.

Auditor Sherman, Mariann Oyen, Dept Social Services Caseworker, and the Commissioners discussed Care of Poor cases. Four Notices of Hospitalization were received from Avera McKennan Hospital. An Application for County Assistance was approved. Sherman did contact the Regional HUD Office in Sioux Falls and the HUD Office in Mitchell to inquire about expanding their coverage area to include McCook County. Both offices told Sherman that they are unable to work with McCook County at this time.

Motion made by Smith to re-appoint Janice Bennett and Denise Erickson to 3 year terms on the Hanson-McCook Regional Library Board. Second Dybdahl and motion carried.

The December, 2011 Clerk of Courts Report was noted and filed.

The December, 2011 Law Enforcement Report was noted and filed.

Sherman told the Board that Tom Hofer, Golden View Colony, wants to know if they can proceed or do they need to apply for another building permit. The Commission asked Sherman to take the question to States Attorney Gerlach.

Motion made by Smith, second Dick, and carried, to pay claims, denying a claim of Eich Law Office, court appt attorney, 10,889.84 requesting Auditor Sherman to get information regarding the claim: GENERAL FUND: Bi-Weekly Payroll: 01/08/12: Commissioners 1919.25; Auditor 3036.65; Treasurer 2600.07; States Attorney 3230.80; Custodian 1023.65; Dir of Equalization 2180.74; Register of Deeds 3486.65; Veterans Service Officer 160.16; Sheriff 5514.68; Contract Law 3896.14; Care of Poor 115.38; Community Health Nurse Secretary 1083.92; Weed Supervisor 315.38; Drainage 277.62; Planning & Zoning 192.31; Dir of IRS, county share of FICA 1630.98, Medicare 381.44; SD Retirement System, county share of retirement contribution,

1764.85; Wellmark Blue Cross/Blue Shield, county share of health insurance premium, 7299.30.

Unemployment Ins Div of SD, 4<sup>th</sup> qtr 2011 contribution, 80.86; SD Remittance Center, lab services, 884.00, 1<sup>st</sup> qtr Community Health Nurse, 1287.50, Human Service Center, 540.81; Adamson Industries, partition-2010 Chevy, 534.95; AutoEx, 2010 Chevy Suburban, 23960.00, finance expense, 205.72; Avera Queen of Peace Health Services, blood alcohol services, 587.50; Jeanne Bossman, court reporting, 29.60; Business Products Inc, copier contract & supplies, 84.83; Card Service Center, dog crate, 599.00, registration-pesticide course, 150.00; City of Bridgewater, January ambulance appropriation, 2382.50; Dust-Tex Service, dust mop rental, 26.42; Experience Works, 2012 appropriation, 500.00; Fink Law Office, court appt atty for H Thomas Vetsch, 388.16, for Michael Popkes, 348.90, for David Scott Quittem, 564.55, for Matthew K Reilly, 356.23; Roger Gerlach, Nov/Dec expenses, 529.17; Hanson-McCook Regional Library, 1<sup>st</sup> qtr 2012 appropriation, 7186.25; Harland Technology Service, backup cartridges, 60.54; Inter-Lakes Community Action, Jan CSW funds, 582.59; Iron Wheel Sales & Service, work on sewer/urinals, 549.00; Jim Lentsch, Jan Food Pantry rent, 125.00; McCook Conservation District, 1<sup>st</sup> qtr 2012 appropriation, 3000.00; McCook County EMS, ½ 2012 appropriation, 65002.00; McCook County Publishers, publishing, 1346.13; McCook County Treasurer, postage, 209.18; McCormick Motors, 2007 F150 Pickup, 21399.00, retainer, 10.93, '05 Explorer parts & labor, 270.14; Mary Anne Meyer, court reporting-mental illness hearing, 25.00; Microfilm Imaging System, scanning equipment rent, 305.00; Minnehaha County Treasurer, December jail services, 309.04; MOCIC, 2012 membership dues, 100.00; Nat'l Assn of Counties, 2012 membership dues, 400.00; Peterson Repair, auto service, 143.93; R & S Sanitation, garbage service, 39.76; Record Keepers Inc, vault box storage, 19.25; Salem City, utilities, 67.00; Salem Community Drug, thank you cards, 11.27; Salem Sales, vehicle storage, 960.00; Salem Senior Citizens, 2012 appropriation, 1250.00; Salem Special, letterhead, 58.00, ads & envelopes, 200.00; Laurie Schwans, USB printer cable, 6.35; SD Achieve, services for 6 residents, 360.00; SD Assn of Weed & Pest Supervisors, 2012 dues, 50.00; SD Sheriff's Assn, 2012 dues, 518.54; SD St Attorneys Assn, 2012 dues, 669.00; SDACC, 2012 dues, 1229.22; SDACO, 2012 dues, 933.24; SDML Work Comp Fund, 2012 work comp renewal, 9327.28; South Eastern Council of Governments, 2012 dues, 10554.00; T & C's Pit Stop, auto fuel, 419.52; Total Stop Food Store, auto fuel, 746.56; Triotel Communications, telephone & internet service, 891.41; Michael Unke,

court appt atty for Robert Eitreim, 2675.20, for Anthony Waba, 159.04; Verizon Wireless, cell phone service, 82.57, internet modem service, 319.13; Weed & Pest Conference, conference registration, 360.00; Yankton County Sheriff, serving papers, 25.00; Yankton County Treasurer, reimbursement for mental illness hearing, 103.75; Zapp Hardware, supplies, 91.75.

COUNTY ROAD & BRIDGE FUND: Bi-Weekly Payroll: 01/08/12: Hwy Dept 14396.16; Dir of IRS, county share of FICA 794.23, Medicare 185.75; SD Retirement System, county share of retirement contribution, 863.76; Wellmark Blue Cross/Blue Shield, county share of health insurance premium, 3258.82. Unemployment Ins Div of SD, 4<sup>th</sup> qtr 2011 contribution, 4.03; Card Service Center, office supplies, 399.01, ½ cost weather server, 201.49; Dware Inc, annual software support, 1400.00; ESRI Inc, arc pad maintenance, 250.00; Iron Wheel Sales & Service, pipe plug, 9.50; McCook County Treasurer, postage, 44.00; Merchants Capital Resource, 2009 Cat motorgrader payment, 41423.82; R & S Sanitation, garbage service, 39.76; Ryan's Repair, dump truck welding repair, 50.00; Salem City, utilities, 55.60; SDACHS, 2012 membership dues, 195.00; SDML Work Comp Fund, 2012 work comp renewal, 16843.44; Southeastern Electric, utilities, 18.00; Spencer Quarries, rock & oversize, 1663.10; Sturdevant's Auto Supply, supplies, 448.84; Triotel Communications, telephone & internet service, 108.68.

911 EMERGENCY REPORTING SYSTEM FUND: Bridgewater/Canistota Independent Telephone, E911 billing system, 371.72; Mitchell Regional 911 Center, 1<sup>st</sup> qtr E911 services, 8427.00; Triotel Communications, 911 telephone service, 221.20

EMERGENCY & DISASTER SERVICES FUND: Bi-Weekly Payroll: 01/08/12: EDS Director 1144.15; Dir of IRS, county share of FICA 60.63, Medicare 14.18; SD Retirement System, county share of retirement contribution, 68.65; Wellmark Blue Cross/Blue Shield, county share of health insurance premium, 306.39. Card Service Center, ½ cost weather server, 201.49; SDEMA, 2012 dues, 30.00; SDML Work Comp Fund, 2012 renewal, 897.44; T & C's Pit Stop, Search & Rescue fuel, 202.35; Triotel Communications, internet service, 25.00; Verizon Wireless, internet modem service, 45.59.

24/7 SOBRIETY FUND: Bi-Weekly Payroll: 01/08/12: Sheriff Secretary/Dispatcher 96.15; Dir of IRS, county share of FICA 5.56, Medicare 1.30; SD Retirement System, county share of retirement contribution,



5.77; Wellmark Blue Cross/Blue Shield, county share of health insurance premium, 32.76. SDML Work Comp Fund, 2011 work comp renewal, 5.84.

The Auditor's Account with the County Treasurer for the month of December, 2011: deposits in banks, \$1,714,103.48; cash to deposit, \$272.40; checks to deposit, \$6,875.83; Cash Items (postage) 253.18; Treasurer's Cash, \$1,416.82; Register of Deeds, \$450.00; Sheriff, \$500.00; Passbook Savings, \$21,048.89; CD's, \$800,000.00. The total deposits on hand: \$2,544,920.60.

The meeting adjourned subject to call.

Dated this 10<sup>h</sup> day of January, 2012.

Sheldon Butzke

Chairman, McCook County

Commission

ATTEST:

Geralyn Sherman \_\_\_\_\_  
Auditor, McCook County