

September 24, 2013

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

Chairman Smith led the Pledge of Allegiance to the Flag.

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

The minutes from the September 10<sup>th</sup> meeting were sent to Board members for review prior to publication. Chairman Smith called for approval of same. Motion made by Dick to approve the minutes for publication. Second Butzke and motion carried.

Commission Reports: Smith noted that he attended the SEFP Board meeting and will continue on as McCook County representative. It was agreed that each year the Commission Chairman would represent McCook County on this Board. Dybdahl noted that he attended a SE Council of Governments meeting and County Convention.

Mic Kreutzfeldt, Hwy Supt, and the Commissioners discussed and reviewed a resolution regarding 80,000# gross weight limit on asphalt roads drawn up by States Attorney, Mike Fink. Motion was made by Butzke to table the resolution allowing time for research into: heavy loads and their effect on roads in dry autumn and winter weather. Second made by Scharffenberg and motion carried. The 2014 equipment plan was discussed. Kreutzfeldt stated that utilizing surplus law enforcement pick-up/s is beneficial and he will begin reviewing good bids by other agencies or start the bid process for a truck, snow equipment and pup.

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

Drainage Administrator Kreutzfeldt presented drainage permit applications, noting that downstream landowner signatures were obtained and he has signed off of them:

|         |                   |                 |
|---------|-------------------|-----------------|
| D13-030 | Bernard Roling LE | SE4 30-103-55   |
| D13-031 | Dale Shumaker     | W2NW4 19-102-53 |
| D13-032 | Eugene Streff     | S2SE4 33-104-55 |

Kreutzfeldt noted that WL Janzen Corp has requested a hearing for Permits D13-033, legal description, SW4 Ex S2SE4SW4 28-102-54 & D13-034, legal description, SE4 Ex Lot H-1 29-102-54, due to lack of downstream acceptance signatures. Motion made by Dick to set 9:30 a.m. on October 22, 2013 as time for drainage hearing. Second made by Dybdahl and motion carried.

Motion made by Dick to reconvene as Board of County Commissioners. Second made by Butzke and motion carried.

Auditor Sherman presented Emergency Management FFY2014 State and Local Agreement between the State of SD and McCook County for Chairman signature. Motion made by Dick to authorize Chairman Smith to sign the SLA Agreement. Second made by Dybdahl and motion carried.

A letter was received from US Dept of Homeland Security Region VIII approving the McCook County Multi-Hazard Pre-Disaster Mitigation Plan. The plan approval extends to McCook County, the City of Salem and Southeastern Electrical Cooperative. These jurisdictions are eligible for FEMA Hazard Mitigation Assistance grant programs.

The SD State Historical Society approved the nomination of the First Presbyterian Church (former) to the National Register of Historic Places. The documentation will be forwarded to the National Park Service in Washington DC, for review and possible listing on the National Register.

The August Clerk of Courts Report was noted & filed.

The August 21<sup>st</sup> minutes of the Hanson-McCook Regional Library meeting and the August Financial Statement were noted and filed.

Motion made by Butkze to convene as Board of Adjustment. Second made by Dick and motion carried.

Tracy Hofer, Planning & Zoning Administrator, noted that this is a Conditional Use Permit Hearing for Golden View Colony. Brian Fredrickson, Dakota Environmental Consultants, Sam Waldner and Brian Waldner were present. Fredrickson presented a Proposed Site Layout for Commission review and explained the proposed plan with reference to multi-family homes and new buildings along with a two phase lagoon sized for approximately 160 people. Capacity calculations, soil boring logs and a SD Water Well Completion Report were reviewed. With no other questions, motion was made by Dick to approve the Conditional Use Permit for Golden View Colony. Second made by Butzke and motion carried.

Motion made by Dick to reconvene as Board of County Commissioners. Second made by Dybdahl and motion carried.

Motion made by Dybdahl, second Dick, and carried, to pay claims: GENERAL FUND: Bi-Weekly Payroll: 9/15/13: Commissioners 1269.25, mileage 94.35; Auditor 2548.19; Treasurer 2502.04; States Attorney 2000.00; Custodian 1054.42; Dir of

Equalization 3121.16; Register of Deeds 2577.89; Veterans Service Officer 249.48; Sheriff 5632.40; Contract Law 3823.06; Care of Poor 115.38; Community Health Nurse Secretary 1114.69; Extension travel expense 9.03; Weed Dept 1260.27; Drainage 307.69; Planning & Zoning 153.85. Grand Jury fees & mileage, 488.48; A & B Business, monthly copier contract, 27.51; Advanced Systems, monthly copier contract, 74.54; Best Western Ramkota, Assessor school lodging, 770.00; Brown & Saenger, office supplies, 177.08; Card Service Center, sheriff auto fuel, 71.00; CHS Credit Card, law enforcement auto fuel, 131.10; Davison County Jail, August jail services, 1978.00; Ralph Dybdahl, convention lodging, 207.00; Fairfield Inn & Suites, convention lodging, 405.00; Roger Gerlach, Deputy States Attorney expenses, 92.52; Darin Gonsor, Assessor school mileage & meals, 243.70; Harland Technology, annual Server maintenance contract, 1396.00; Tracy Hofer, P & Z mileage, 15.91, Assessor school mileage & meals, 230.12; Holiday Inn & Hotel Convention Center, convention lodging, 260.97; MidAmerican Energy, utilities, 42.39; Minnehaha County Regional JDC, 5 days juvenile care, 750.00; Noll Collection Service, lien collection fee, 423.26; Office Depot, hard drive & envelopes, 151.94; Alicia Reif, September mileage, 90.65, cell phone reimbursement, 30.00; Schneider Corporation, web hosting, 2265.00; Laurie Schwans, convention mileage & meals, 277.88, battery backup, 84.99; Verizon Wireless, cell phone service, 76.72; Walgreen Co, prisoner care, 54.99; Wash 'N' Go, car wash tokens, 60.00.

COUNTY ROAD & BRIDGE FUND: Bi-Weekly Payroll: 9/15/13: Hwy Dept 15743.19. B & B Automotive, clean & repair radiator, 100.00; Clark Engineering, Spencer project design, 7560.51; Lawson Products Inc, degreaser, 223.63; Michael Johnson Construction, rock for yard, 438.00; MidAmerican Energy, utilities, 23.20;

Northwestern Energy, utilities, 10.00; Ryan's Repair, disc mower repair, 130.00; SD Dept of Transportation, share of State project costs, 273.29.

911 EMERGENCY REPORTING SYSTEM FUND: CenturyLink, 911 telephone service, 302.45; Mitchell Regional 911, 4<sup>th</sup> qtr E-911 services, 8427.00.

EMERGENCY & DISASTER SERVICES FUND: Bi-Weekly Payroll: 9/16/13: EDS Director 1174.92. Brad Stiefvater, mileage, 123.58, cell phone reimbursement, 50.00; Salem Fire Dept, insurance on 2002 Ford 4x4, 716.00.

24/7 SOBRIETY FUND: Bi-Weekly Payroll: 9/15/13: Sheriff Secretary/Dispatcher 96.15.

PAYROLL CONTRIBUTIONS – ALL FUNDS: Dir of IRS, county share of FICA 2499.64, Medicare 584.61; SD Retirement System, county share of retirement contribution, 2727.27; Wellmark BlueCross/Blue Shield, county share of health insurance premium, 4896.76.

Motion made by Dybdahl to approve \$4,000.00 Cash Transfer from General Fund to EDS Fund. Second made by Dick and motion carried.

Motion made by Dybdahl to convene as Planning Commission. Second made by Butzke and motion carried.

Tracy Hofer, P & Z Administrator, and Toby Brown, SE Council of Governments, met with the Commissioners to review proposed revisions to the existing 2007 Zoning Regulations. States Attorney, Mike Fink, was present. The revisions will be reviewed again at 11:00 a.m. on October 22<sup>nd</sup>, allowing the Commissioners and States Attorney time to review what is being proposed.

Motion made by Scharffenberg to reconvene as Board of County Commissioners.

Second made by Dick and motion carried.

At this time, review of the 2014 Provisional Budget resumed. Changes to pay scales were discussed. Motion was made by Dybdahl, second Butzke, and carried, to approve the following salary increases for 2014: Sheriff & Law Enforcement Deputies \$1200 annual increase; Weed Supervisor \$200 annual increase; Elected & Appointed Officials \$1000 annual increase; Deputies & Secretaries & Secretary/Dispatcher \$1000 annual increase; Commissioners \$1000 annual increase; States Attorney \$2000 annual increase; States Attorney Secretary (  $\frac{3}{4}$  time) \$750 annual increase; hourly employees (based on \$1000 annual) \$.55 per hour; part-time employees \$.55 per hour. No changes were made to Drainage, Planning & Zoning, Care of Poor or 24/7 salaries; same pay as 2013. Auditor Sherman asked who is responsible for the proposed health insurance fees that are to go into effect January 2014; county or employee. The proposed fee is \$15 per individual on an employee's plan, per month. The Commission agreed that the employees will be responsible for the health insurance fees when (if) they become effective. The following changes were made to the 2014 Provisional Budget: General Fund: Commissioners +\$29,000; Auditor -\$2,000; Treasurer -\$500; States Attorney - \$2,050; Government Building -\$500; Dir of Equalization -\$1,000; Register of Deeds - \$1,400; Sheriff -\$6,500; Contract Law -\$1,000; Nurse -\$500; Senior Citizens +\$500; Transfers Out -\$1,700. EDS: -\$800. 24/7 Sobriety -\$900. Cash Applied +\$13,000. Motion was made by Scharffenberg, second Dick, and carried to make the noted changes and adopt the 2014 Provisional Budget as the 2014 Annual Budget with adoption of the following resolution:

RESOLUTION 2013- 16

ANNUAL BUDGET FOR MCCOOK COUNTY, SD  
For the Year January 1, 2014 to December 31, 2014

ADOPTION OF ANNUAL BUDGET FOR McCook County, South Dakota

Whereas, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

Whereas, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

Whereas, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such Provisional Budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES FOR McCook County, South Dakota, and all its institutions and agencies for calendar year beginning January 1, 2014 and ending December 31, 2014 and the same is hereby approved and adopted by the Board of County Commissioners of McCook County, South Dakota, this 24<sup>th</sup> day of September, 2013.

The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, McCook County, South Dakota.

The accompanying taxes are levied by McCook County for the year January 1, 2014 through December 31, 2014.

Total Taxes Levied by County:      \$3,267,729  
County Levy:                              4.398/thousand

BOARD OF COUNTY COMMISSIONERS OF McCook County, South Dakota

\_\_\_\_\_ Chairman  
\_\_\_\_\_ Commissioner  
\_\_\_\_\_ Commissioner  
\_\_\_\_\_ Commissioner

\_\_\_\_\_ Commissioner

ATTEST: \_\_\_\_\_ County Auditor

Dybdahl left the meeting at this time.

Sharon Hieb met with the Commissioners to discuss employment with McCook County now that she is no longer working with Experience Works. Motion made by Butzke to hire Hieb on part-time basis, 12 hours per week, \$10.00 per hour, as was discussed during the Provisional Budget process; effective October 1, 2013 and continuing into 2014. Second made by Dick and motion carried.

The individual, who was to meet with the Commissioners regarding tax deed property, did not appear. Auditor Sherman will follow-up with him. With regard to this property, motion was made by Scharffenberg to appraise N 87' of S 800 2/3' of OL D ex E 165' OL D, Salem City, at \$499.00. Second made by Dick and motion carried.

Auditor Sherman and the Commissioners discussed Care of Poor cases. Sherman noted that she and Mary Bauer, ICAP, were invited to attend the Ministerial Assn. meeting on September 11<sup>th</sup>; discussion held regarding Back Pack Program, Food Pantry and Consumer Counseling & Protective Payee services for certain families. States Attorney Fink has requested that depositions be held for 2 hospital claims; letter sent to hospital attorney. A Hospital Request for Payment and Application for Poor Relief Assistance from Sanford Medical Services was denied because the individual hasn't applied for county assistance, therefore eligibility cannot be determined.

Motion made by Dick to convene as Planning Commission. Second made by Scharffenberg and motion carried.



Tracy Hofer, P & Z Administrator, presented a plat for approval. Motion made by Butzke to approve Plat of Lot 1 of Central Farmers Addition in the Northeast ¼ of the Northwest ¼ of Section 24, Township 103 North, Range 55 West of the 5<sup>TH</sup> P.M., McCook County, South Dakota. Second made by Scharffenberg and motion carried. Hofer noted that the Plat of Lot 1A & 2A Schaefer's Addition is not being presented because it needed additional owner signatures.

The Board reconvened as Board of County Commissioners.

Brenda Colombe, Auditor, Dept. of Legislative Audit, met with the Commissioners to inform them that she is performing the financial and compliance audit of financial statements for the years of 2011 & 2012. The rate is \$59.50 per hour. Board members had no questions. Motion made by Scharffenberg to authorize Chairman Smith and Auditor Sherman to sign Letter of Introduction for the Audit to be performed. Second made by Dick and motion carried.

The meeting adjourned subject to call.

Dated this 24<sup>th</sup> day of September, 2013.

William Smith

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Chairman, McCook  
County Commission

ATTEST:

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