

02/27/2018

THE MINNEHAHA COUNTY COMMISSION CONVENE AT 9:00 A.M. February 27, 2018, pursuant to adjournment on February 20, 2018. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Karsky. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State's Attorney.

MOTION by Barth, seconded by Bender, to approve the agenda. 5 ayes.

MINUTES APPROVAL

MOTION by Barth, seconded by Karsky, to approve the February 20, 2018, Commission Minutes. 5 ayes.

VOUCHERS TO BE PAID

MOTION by Barth, seconded by Karsky, to approve the following bills totaling \$696,998.20. 5 ayes.

A&B Business	Maint	273.03	A To Z World Language Interpreters	9,467.50	
Aalberg, David	Welfare Rent	450.00	Airway Svc	Automotive	597.32
Airway Svc	Gas,Oil,Diesel	80.08	Appeara	Janitorial	1.25
Appeara	Program Act	93.26	Argus Leader	Publishing	5,533.23
AT&T	Safety & Res	40.75	Augustana College	Innovation	14,400.00
Automatic Building	Jail Repairs	2,296.67	Automatic Building	Outside Repair	870.25
Automatic Building	VOA Dakotas	330.00	Avera McKennan	Blood Withdraw	126.00
Avera McKennan	Expenditures	275.00	Avera McKennan	Hospitals	1,400.00
Avera McKennan	Physicians	705.90	Avera Specialty	Physicians	65.16
Axis Forensic Toxicol	Lab Costs	210.00	Al Septic Tank	Bldg/Yard Rep	172.50
Blackstrap	Road Material	8,595.47	Boyer Trucks	Truck Repair	157.90
Bureau Of Info	Telephone	285.50	Butler Machinery	Heavy Eq Rep	68.95
Butler Machinery	Truck Repair	1,978.26	Canterbury Apts	Welfare Rent	150.00
CBI Cash Registers	Office Supplies	25.00	Century Business	Lease-Rental	956.49
Century Business	Maint	1,556.12	Centurylink	Telephone	105.42
Chapel Hill Funeral	Burials	743.00	Cole Papers	Janitorial	644.00
Compass Center	Other Misc	17,500.00	Concrete Materials	Road Material	5,771.00
Constellation Newene	Natural Gas	27,364.37	Country View MHC	Welfare Rent	750.00
Cummins Sales & Svc	Coliseum Main	423.40	Cummins Sales & Svc	Correction	785.04
Cummins Sales & Svc	Jail Repairs	323.75	Cummins Sales & Svc	Outside Repair	1,743.98
Dakota Law	Attorney Fees	65.80	Dakota Psychological	Psych Evals	3,598.50
Data Spec	Data Process	449.00	Davis Motel	Motels	400.00
Deans Bulk Svc	Small Tools	206.00	Dedula, Carla F	Court Reporter	23.80
Dover, Sena S	Bd Eval	1,440.00	Duffy, Ryan	Attorney Fees	1,676.00
Eich Law	Attorney Fees	713.16	Engbrecht, Roger	Welfare Rent	475.00
Etterman Enterprises	Small Tools	12.56	Exhaust Pros	Truck Repair	5,339.86
Fastenal	Small Tools	272.10	Fleetpride	Truck Repair	54.17
Force America	Truck Repair	45.56	Formatop	Exhibit Mater	225.60
Fremont Industries	Building Repair	112.92	G&R Controls	Correction	198.00
G&R Controls	JDC Maint	189.00	Garretson Community	Education	700.00
George, Aaron	Welfare Rent	1,165.00	Grainger	Jail Repairs	251.64
Gunner, Andrea	Court Reporter	100.40	Guzman, Sandra V	Interpreters	50.00
Hammer, Ralph	Business Trav	58.00	Hardy Reynolds Law	Attorney Fees	152.20
Harmon, Karla	Bd Eval	1,552.50	Hartford Area Fire	Education	600.00
Hartford's Best	Automotive	3,905.69	Heartland Paper	Janitorial	33.63
Hinrickson, Brian D	Welfare Rent	1,400.00	Holiday Inn	Program Act	110.00
Horizon Apts	Welfare Rent	460.00	Horn Law	Attorney Fees	276.60
Howe	HHS Maint	395.40	Howe	Jail Repairs	991.40
Hughes Law	Child Defense	172.02	Humpal, Travis	Amounts Held	5,745.54
HyVee	Pharmacies	609.19	Interstate Office	Office Supplies	462.47
Interstate Office	Program Act	1,796.00	JLG Architects	Jail Expans	333,051.37
Johnson Janklow	Other Prof	62.60	Johnstone Supply	Fairgrounds	293.94
Julians Properties	Welfare Rent	500.00	Katterhagen, Mark	Attorney Fees	75.00
Kelly, Donna	Memberships	415.00	Kull, Lisa	Court Reporter	47.60
Laughlin Law	Attorney Fees	2,610.40	Laughlin Law	Child Defense	244.40
Lewis & Clark BHS	Attorney Fees	1,120.00	Lewis Drugs	Pharmacies	3,220.29
Lewno Law	Attorney Fees	830.84	Lisa Carlson Report	Court Reporter	52.80

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Lockwood, Darcy	Attorney Fees	75.00	Loving, Philip	Bd Eval	3,330.00
Mailway Printers	Publishing	186.00	Majestic View Apt	Welfare Rent	375.00
Menards	Collections	93.51	Metro Communications	Other Misc	27,750.42
Murray Properties	Welfare Rent	700.00	Napa Auto Parts	Small Tools	3.48
Napa Auto Parts	Truck Repair	37.33	Natl Assoc Of Crim	Memberships	2,558.00
Northern Truck Equip	Truck Repair	257.20	Olson Law	Child Defense	1,813.78
Osborn, Roxane R	Court Reporter	44.00	Overhead Door	Bldg/Yard Rep	90.00
P&G Townhomes	Welfare Rent	1,170.01	Perezruz, Ileana	Interpreters	75.00
Pheasantland	Inmate Supplie	4,653.00	Pheasantland	Printing/Form	280.87
Price, Thomas L PHD	Other Prof	1,200.00	Quality Efficiencies	Motels	525.00
R&L Supply	HHS Maint	38.80	R&L Supply	Jail Repairs	5,562.05
Redwood Mediation	Attorney Fees	113.10	Risty, Maxine J	Court Reporter	128.80
Rochester Armored	Armored Car	379.50	Sanford Hospital	Blood Withdraw	40.00
Sanford	Hospitals	8,957.97	Sanford Laboratories	Lab Costs	609.00
Sanford Release	Clinics Aux	11.25	Sanford Release	Medical Record	91.75
SD Dept Of Public	Other Misc	43.00	SD Dept Of Rev	Other Misc	10.00
SD Human Svcs	Clinics Aux	57.80	SF Family Vision	Optometric	10.00
Short Elliott	Architects	31,549.79	Sioux Falls City	Gas,Oil,Diese	12,973.82
Sioux Falls City	HIDTA Grant	145.60	Sioux Falls Rubber	Office Supplies	142.60
Sioux Falls School	Program Act	107.68	Sioux Falls Two Way	Communication	80.99
Sioux Falls Utilities	Electricity	10,986.73	Sioux Falls Utilities	Water Sewer	10,892.69
Sioux Valley Energy	Welfare Utilitie	316.00	Strum, Bradley	Welfare Rent	325.00
Sunshine Foods	Welfare Food	49.06	Super Fast Auto Glass	Automotive	433.26
Super Fast Auto Glass	Truck Repair	442.40	Szameit, Alexandra	Interpreters	254.17
Testpoint Medical	Blood Withdraw	4,440.00	Think Tourism USA	Advertising	1,705.00
Thomson Reuters	Books	252.78	Thomson Reuters	Legal Research	2,575.00
Tires Tires Tires	Automotive	274.90	Trane	Coliseum Main	213.00
Trane	Heat,Vent	51.14	Trane	HHS Maint	11.28
Trane	Jail Repairs	446.40	Trane	JDC Maint	135.22
Triangle Properties	Welfare Rent	500.00	Tschetter & Adams	Attorney Fees	2,265.30
Uline	Collections	126.14	United Parcel Svc	Postage	45.03
Vanhorn, Dwight D	Other Prof	6,550.00	Variety Foods	Other Prof	452.10
Walton, Marcus	Attorney Fees	1,118.60	Wild Water West	Sign Deposits	50.00
Workforce	Recruitment	1,464.00	Xcel Energy	Electricity	55,928.58
Xcel Energy	Road Maint	17.17	Xcel Energy	Welfare Utilit	1,408.87
Yankton Cnty Sheriff	Return Of Svc	50.00	Yungwirth Rentals	Welfare Rent	600.00
10Th Street Autawash	Automotive	22.78			

February Salaries Paid

Commission	Salaries	40,754.56	Auditor	Salaries	51,438.63
Treasurer	Salaries	73,455.30	Information Technology	Salaries	70,701.84
States Attorney	Salaries	262,254.34	Public Defender	Salaries	175,718.43
Public Advocate	Salaries	56,645.02	Facilities	Salaries	47,123.81
Equalization	Salaries	82,328.47	Register Of Deeds	Salaries	46,008.36
Human Resources	Salaries	24,365.18	Sheriff's Office	Salaries	948,891.18
Emergency Management	Salaries	16,640.00	Juvenile Detention	Salaries	141,003.40
Highway	Salaries	131,887.86	Human Services	Salaries	119,602.03
Museum	Salaries	65,845.73	Planning	Salaries	34,137.61
Extension	Salaries	3,272.00			

PERSONNEL

MOTION by Bender, seconded by Beninga, to approve the following personnel changes. 5 ayes.

1. To promote Michael Haugaard from Correctional Officer in Training (12/3) to Correctional Officer (13/3) for the Jail at \$18.53/hour effective 2/27/18.
2. To hire Phillip Ryan as Deputy Sheriff (17/3) for the Sheriff's Office at \$22.57/hour effective 3/5/18.

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Step Increases

1. Benjamin Green – Correctional Officer – Jail – 13/4 – 1/16/18 - \$18.99/hour
2. Allan Phillips – STI Security Officer – STI Security – 13/10 – 2/6/18 - \$22.03/hour
3. Paavo Rasmussen – Education Assistant – Museum – 12/13 – 2/14/18 - \$22.57/hour
4. Gail Eiesland – Senior Deputy State’s Attorney – State’s Attorney’s Office – 22/5 – 1/28/18 - \$2,681.60/bi-weekly
5. Robert Harrison – Investigator – State’s Attorney’s Office – 16/9 – 1/22/18 - \$24.92/hour
6. Denise Moani Nelson – Legal Office Assistant – Public Defender’s Office – 10/7 – 2/21/18 - \$17.63/hour

Special Personnel Action

Upon the request of Carey Deaver, Director of Human Resources, MOTION by Beninga, seconded by Barth, to authorize an exception to Minnehaha County’s policy on hiring of relatives in order to allow both Timothy Herschberger and Erin Hanson to remain employed with the Public Defender’s Office after marrying in April 2018. 5 ayes.

ABATEMENTS

MOTION by Beninga, seconded by Barth, to approve abatement of 2017 property taxes representing tax exempt status for the following: South Dakota Department of Transportation, RDID 14034, N2500 W660 SW1/4 (EX S420 & EX Lots H-1, H-2, H8 & H9 & EX Rist Lot 2 & EX R-1 Gov’t Lot 2 & EX Lots A & B) 30 102 48 Brandon Township 102-48, in the amount of \$163.23; and South Dakota Department of Transportation, RDID 14035, S420 N2500 W660 (EX Lot H7) Govt Lot 2 SW1/4 30 102 48 Brandon Township 102-48, in the amount of \$1,846.45. 5 ayes.

MOTION by Bender, seconded by Karsky, to approve the following abatement representing 2017 property taxes: Donald Houwman, RDID 60517, 8512 E Willow Ridge Pl, Sioux Falls, in the amount of \$2,802.97, for a house fire. 5 ayes.

MOTION by Karsky, seconded by Beninga, to approve abatement of 2016 property taxes representing tax exempt status for the following: Masjid Attakwa, RDID 52938, 701 S Garfield Ave, Sioux Falls, in the amount of \$397.04. 5 ayes.

MOTION by Bender, seconded by Barth, to approve the following abatements representing the elderly assessment freeze for 2017 property taxes: RDID 32216, 703 E Hermosa Dr, Sioux Falls, in the amount of \$263.40; RDID 35043, 2113 S Western Ave, Sioux Falls, in the amount of \$611.28; and RDID 36100, 2909 E 23rd St, Sioux Falls, in the amount of \$744.93. 5 ayes.

RESOLUTION

DJ Buthe, Highway Superintendent, presented a resolution for participation in the SD Department of Transportation (SDDOT) Bridge Inspection/Re-Inspection Program. The U.S. Federal Highway Administration requires inspection of all bridges every two years and culverts every four years. Mr. Buthe read the resolution and requested participation in the program using Banner Associates, Inc. of Sioux Falls, SD for the inspection work. MOTION by Beninga, seconded by Barth, to authorize the Chair to sign Resolution MC18-13. 5 ayes.

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**RESOLUTION MC18-13
BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS**

WHEREAS, Title 23, Section 151, *United States Code* and Title 23, Part 650, Subpart C, *Code of Federal Regulations*, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Minnehaha County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The County requests SDDOT to hire Banner Associates, Inc. (Consulting Engineer) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Dated this 27th day of February, 2018, at Sioux Falls, South Dakota.
(city)

Board of County Commissioners
Of Minnehaha County

ATTEST:
Olivia Larson
Deputy County Auditor

Cindy Heiberger
Chairman of the Board

AGREEMENT

DJ Buthe, Highway Superintendent, presented a Professional Services Agreement between Minnehaha County and Infrastructure Design Group, Inc. (IDG) to conduct engineering design for the reconstruction of County Highway 146 between South Dakota Highway 11 east to the Minnesota border. IDG would provide final design services, not to include bidding services, for the reconstruction project at a cost not to exceed \$131,573. Services will start upon receipt from the County to IDG of a Notice to Proceed with the completion of services to be on or before October 31, 2018. MOTION by Karsky, seconded by Bender, to authorize the Chair to sign the Professional Services Agreement between Minnehaha County and Infrastructure Design Group, Inc. to conduct engineering design for the reconstruction of Highway 146 at a cost not to exceed \$131,573. 5 ayes.

SURPLUS

Upon the request of DJ Buthe, Highway Superintendent, MOTION by Barth, seconded by Beninga, to declare one Kyocera Taskalfa Copier, asset #91080, as surplus for the purpose of transferring from the Highway Department to the Equalization Department. 5 ayes.

INVESTMENT POLICY

Bob Litz, Auditor, presented the proposed Advanced Investment Policy for the Construction Bond Funds of the 2017A Issue and a resolution for the adoption of the policy. The proposed policy would allow funds to be invested by South Dakota Public Funds Investment Trust, while maintaining US Bank as Trustee. The Auditor’s Office and the Treasurer’s Office would work together in the utilization of the Construction Draw Down Schedule to coordinate investment timing for liquidity, and adjusting the investment scheme as needed for larger or unanticipated payments. The policy only pertains to the bond proceeds in the Capital Project Fund of the 2017A Bond Sale. MOTION by Bender, seconded by Barth to eliminate the final sentence under section 3. Delegation of

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Authority from the Advanced Investment Policy for the Construction Bond Funds of the 2017A Issue. 5 ayes.
 MOTION by Beninga, seconded by Bender, approve the amended Advanced Investment Policy for the Construction Bond Funds of the 2017A Issue and to approve Resolution MC18-14. 5 ayes.

**RESOLUTION 18-14
 ADOPTING ADVANCED INVESTMENT POLICY FOR
 THE CONSTRUCTION BOND FUNDS OF THE 2017A ISSUE**

WHEREAS, Minnehaha County has previously adopted an investment policy for county funds which investment policy remains in full force and effect; and

WHEREAS, it is necessary for Minnehaha County to adopt an additional investment policy pursuant to SDCL Ch. 4-5 for the limited purpose of providing for the investment of Construction Bond Funds of the 2017A issue as authorized by Minnehaha County Resolution MC 16-66, such investment policy now referred to as the Advanced Investment Policy; and

WHEREAS, the Advanced Investment Policy was presented by the members of the Board of County Commissioners of said County of Minnehaha, in South Dakota, on the 27th day of February, 2018, at the hour of 9:00 o'clock a.m., or as soon thereafter as could be heard in the regular order of business, in the Commissioners' Room at the County Administration Building in the City of Sioux Falls, Minnehaha County, South Dakota; and

WHEREAS, the Advanced Investment Policy being found by the Commission to be acceptable and necessary as in the best interest of the County and opposition to the adoption of such Advanced Investment Policy being stated, and it appearing to the satisfaction of the Board of County Commissioners of said County that the policy should be adopted; and

WHEREAS, the Advanced Investment Policy is necessary for the immediate support of County government pursuant to SDCL § 7-18A-8, this Resolution shall be effective immediately upon execution hereof; and

WHEREAS, upon Motion duly made and seconded, there were 5 yeas and 0 nays recorded upon roll call vote of the Commission;

Now, therefore,

BE IT RESOLVED, by the Minnehaha County Board of Commissioners that the Advanced Investment Policy be approved and adopted which shall be followed jointly by the Minnehaha County Auditor and Minnehaha County Treasurer as provided therein.

Dated this 27th day of February, 2018.

APPROVED BY THE COMMISSION:
 Cindy Heiberger
 Chair of the Minnehaha County Commission

ATTEST:

Bob Litz, Auditor

By: Olivia Larson

Deputy Minnehaha County Auditor

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AGREEMENT

Carol Muller, Commission Administrative Officer, presented a contract between Minnehaha County and JE Dunn Construction in a joint venture with Henry Carlson Construction LLC for Construction Manager At-Risk (CMAR) services on the jail expansion project. Proposals for CMAR services were opened on May 31, 2017, where proposals were received from the following companies: Sletten Construction Company; The Weitz Company; McGough Construction Co., Inc. with Fiegen Construction Co.; Adolfson & Peterson Construction; and JE Dunn Construction with Henry Carlson Construction LLC. JE Dunn Construction/Henry Carlson Construction LLC were chosen and have begun working with architects for the project. Pre-construction services are a flat rate of \$50,000, and the construction phase fee will be 2.95% of the estimated cost of work. The guaranteed maximum price proposal will come before the Commission at a later date prior to the start of construction. MOTION by Bender, seconded by Beninga, to authorize the Chair to sign the Construction Manager At-Risk contract between Minnehaha County and JE Dunn Construction in joint venture with Henry Carlson Construction LLC for the jail expansion project. 5 ayes.

LEGISLATIVE UPDATE

Carol Muller, Commission Administrative Officer, gave an update and status report of the 2018 Legislative Session on bills that impact Minnehaha County.

LIAISON REPORT

Upon the request of Commissioner Barth, Scott Anderson, Planning Director, and Diane Rypkema, Director of Equalization, provided updates on how the Change Finder program has assisted their departments in locating and discovering building changes in the County.

Commissioner Heiberger reported she and Commissioner Barth will be attending the National Association of Counties Legislative Conference on March 3-7, 2018, where she serves on the Justice & Public Safety Committee and will attend a roundtable on the 6th Amendment.

OLD BUSINESS

Bob Litz, Auditor, reported on meeting with Tom Greco, City of Sioux Falls City Clerk, and Jason Toering, Computer Support Technician, in order to prepare for the utilization of the County Extension Building for the upcoming elections.

MOTION by Karsky, seconded by Bender, to move into executive session pursuant to SDCL 1-25-2(1) and (3). 5 ayes.

The next County Commission Meeting will take place at 5:30 p.m. on Tuesday, February 27, 2018.

APPROVED BY THE COMMISSION:

Cindy Heiberger

Chair

ATTEST:

Olivia Larson

Deputy Auditor