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THE MINNEHAHA COUNTY COMMISSION CONVENE AT 9:00 A.M. January 23, 2018, pursuant to adjournment on January 16, 2018. Commissioners present were: Bender, Beninga, and Karsky. Commissioners Barth and Heiberger were absent. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State’s Attorney.

MOTION by Beninga, seconded by Karsky, to approve the agenda. 3 ayes.

MINUTES APPROVAL

MOTION by Karsky, seconded by Beninga, to approve the January 16, 2018, Commission Minutes. 3 ayes.

VOUCHERS TO BE PAID

MOTION by Beninga, seconded by Karsky, to approve the following bills totaling \$609,669.77. 3 ayes.

A&B Business	Lease-Rental	95.00	A To Z World Language	Interpreters	7,852.50
Aalberg, David	Welfare Rent	450.00	Advantage Property	Welfare Rent	600.00
Argus Leader	Publishing Fe	12,210.46	Automatic Building	HHS-City Shar	23,381.68
Automatic Building	Jail Repairs	445.92	Avera McKennan	Blood Withdraw	168.00
Avera McKennan	Hospitals	9,672.31	Baeteforsest HVAC	Grounds	193.52
Banner Associates	Architects	7,003.70	Baycom	Data Process	3,577.00
Billion Empire Motor	Automotive	54.50	Blackstrap	Road Material	4,198.26
Bristol Court	Welfare Rent	573.00	Brooks Townhomes	Welfare Rent	450.00
Brown & Saenger	Office Supplie	4,868.88	Brown & Saenger	Printing/Form	447.31
Butler Machinery	Truck Repair	47.52	Carroll Institute	IVC Housing	9,277.50
Center For Family	Other Prof	25.00	Century Business	Maint	58.63
Centurylink	Contract Svc	13.43	Centurylink	Telephone	1,719.78
Certified Languages	Interpreters	36.30	Change Healthcare	Data Process	49.00
City Glass & Glazing	Jail Repairs	1,218.00	Civil Design	Architects	7,092.50
Claims Associates	Deductibles	840.70	Counseling Resources	Attorney Fees	100.00
Cyntom Property	Welfare Rent	450.00	Dakota Law	Attorney Fees	89.30
Dakota Law	Child Defense	178.60	Dakota Psychological	Psych Evals	3,446.00
Danko Emergency Equip	Amounts Held	2,188.00	Danko Emergency Equip	Other Repairs	298.43
Dicks Vacuum	Building Repair	765.38	Dindot-Klusmann	Burials	2,000.00
Duffy, Ryan	Attorney Fees	1,683.40	Eekhoff Law	Attorney Fees	142.48
EH Hospitality	Motels	850.00	Eich Law Office	Attorney Fees	912.06
Etc For Her Magazine	Advertising	4,200.00	Etek Dba Garfiel	Welfare Rent	700.00
First Premier Bank	Investigators	69.23	Fremont Industries	Heat,Vent	21,368.52
Frontier Precision	Education	40.00	G&H Investments	Welfare Rent	600.00
Galls Quartermaster	Uniform Allow	549.00	George, Aaron	Welfare Rent	500.00
Goebel Printing	Printing/Form	4,052.99	Good Home Rentals	Welfare Rent	334.00
GS Developers	Welfare Rent	300.00	Gulbrandson, Derek	Education	154.00
Guzman, Sandra V	Interpreters	65.83	Hardy Reynolds Law	Attorney Fees	290.60
Hardy Reynolds Law	Child Defense	441.80	Hillyard	Janitorial	779.10
Hodges, Seth	Education	149.00	Horizon Agency	Expenditures	2,619.50
Horizon Apts	Welfare Rent	500.00	HOV Svcs	Microfilming	274.20
Humboldt Fire	Ambulance Svc	12,500.00	HyVee	Pharmacies	12.99
Ideal Yardware	Motor/Machine	231.29	Institutions Svc	Jail Repairs	1,615.09
Interstate Office	Office Supplies	712.71	Intoximeters	Safety & Res	975.00
Iret Properties	Welfare Rent	600.00	ISS Facility Svc	Contract Svc	15,685.00
Jason Bruns Construct	Fairgrounds	21,049.00	JCL Solutions	Janitorial	185.35
Jeff Larson Law	Attorney Fees	1,127.00	Jeff Larson Law	Child Defense	2,268.00
Johnson Janklow Abda	Other Prof	807.80	Kibble Equipment	Motor/Machine	200.54
Kone	Outside Repair	9,000.00	Kronos	Data Process	7,506.00
Kyra Enterprises	Motels	250.00	Lacey Rentals	Lease-Rental	110.00
Lassegaard, Samuel C	Welfare Rent	800.00	Laughlin Law	Attorney Fees	3,435.80
Lewis Drugs	Pharmacies	1,719.37	Lisa Carlson Report	Court Reporter	13.60
Locators & Supplies	Truck Repair	88.23	Lurken, Billy	Program Act	150.00
Lutheran Social Svcs	Interpreters	50.00	Macs	Motor/Machine	4.50
Malloy Electric	Plumbing	50.58	Meadowland Apts	Welfare Rent	521.00
Midwest Alarm	Building Repair	306.84	Midwest Alarm	Coliseum Main	405.12

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Minndev	Welfare Rent	415.00	Minnehaha Conservatio	Other Misc	2,000.00
Monarch Oil	Contracted Co	9,335.11	Monick Pipe & Supply	JDC Maint	52.89
Multicultural Center	Interpreters	385.00	Murray Properties	Welfare Rent	385.00
Napa Auto	Automotive	12.66	Nichole Carper	Child Defense	2,806.35
Northeast Investment	Welfare Rent	600.00	Northern Heights	Welfare Rent	600.00
Nuss Truck & Equip	Trucks/Tract	246,086.00	Osborn, Roxane R	Court Reporter	797.25
Overhead Door	Bldg/Yard Rep	373.06	Pettigrew Heights	Welfare Rent	956.00
Pheasantland	Printing/Form	51.00	Pomps Tire Svc	Automotive	592.60
Progressive Property	Welfare Rent	480.00	PSC Properties	Welfare Rent	600.00
Quality Efficiencies	Motels	500.00	Rensberger Invest	Welfare Rent	1,400.00
Retail Data Systems	Furniture	5,833.33	Risty, Maxine J	Court Reporter	70.20
Rochester Armored	Armored Car	379.50	Sanford Occupational	Expenditures	96.00
Sanford Occupational	Other Prof	132.40	Sanford Occupational	Prof	920.60
Sanford Pathology	Other Misc	24,684.58	SDACC	Memberships	29,309.00
SD Dept Of Rev	Misc Auditor	10.00	SD Div Of Criminal	Prof	43.25
SD One Call	Building Repair	9.45	SDRA	Printing/Form	35.00
Sioux Empire Fair	Other Misc	12,500.00	Sioux Falls City	Blood/Chemical	3,080.00
Sioux Falls City	Building Repair	60.00	Sioux Falls City	Program Act	120.00
Sioux Falls City	Gas,Oil,Diese	13,298.79	Sioux Falls City	HIDTA Grant	99.25
Sioux Falls River	Welfare Rent	485.00	Sioux Falls Rubber	Office Supplies	18.95
Sioux Falls Two Way	Communication	632.46	Sioux Falls Utilities	Water Sewer	1,088.86
Sioux Falls Utilities	Welfare Utilities	39.16	Sioux Valley Energy	Welfare Utilitie	286.58
Super 8	Motels	178.28	Szameit, Alexandra	Interpreters	185.83
Testpoint Medical	Blood Withdraw	5,520.00	Trane	Heat,Vent	926.41
Trane	JDC Maint	74.62	Tyler Technologies	Software	3,478.36
United Parcel Svc	Postage	21.92	Valley View Estates	Welfare Rent	330.00
Verizon Wireless	Data Process	44.12	Verizon Wireless	Safety & Res	40.01
Verizon Wireless	Telephone	84.09	Vern Eide Motorcars	HIDTA Grant	295.00
Vogel Motors	Gas,Oil,Diesel	31.50	Walmart	Pharmacies	78.60
Walmart	Pharmacies	59.94	West Creek Woods	Welfare Rent	300.00
Wet Rhino Truck Wash	Truck Repair	660.00	Williamsburg	Welfare Rent	1,000.00
Woods Fuller Shultz	Jail Expansion	910.00	Wynia, Marc	Fed Drug Fund	1,260.00
Xcel Energy	Welfare Utilit	1,046.18	10Th Street Extended	Motels	500.00
121 Benefits	Cobra Ins	892.00			

**REPORT**

The Human Services 2017 Annual and 4<sup>th</sup> Quarter Reports were received and placed on file in the Auditor’s Office. Jamie Phelps, Quality Assurance and Improvement Manager, briefly spoke on the report and was available for Commissioners’ questions.

**PERSONNEL**

MOTION by Karsky, seconded by Beninga, to approve the following personnel changes. 3 ayes.

1. To promote Nicholas Rebnord from Correctional Officer to Corporal (17/3) for the Jail at \$22.57/hour effective 1/13/18.
2. To promote Benjamin Finley from Juvenile Correctional Officer I to Juvenile Correctional Officer II (14/8) for the Juvenile Detention Center at \$22.03/hour effective 1/26/18.

**Step Increases**

1. Jessica Sprecher – Correctional Officer – Jail – 13/7 – 12/17/17 - \$20.45/hour
2. Kyle Johnson – Correctional Officer – Jail – 13/4 – 1/16/18 - \$18.99/hour
3. Byron Jennings – Correctional Officer – Jail – 13/6 – 1/27/18 - \$19.95/hour

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4. Bradley Farniok – Corporal – Jail – 17/18 – 12/17/17 - \$32.69/hour
5. Janet Buckley – Senior Accounting Technician – Jail – 12/14 – 12/27/17 - \$23.14/hour
6. Daniel Christiansen – Deputy Sheriff – Sheriff’s Office – 17/9 – 12/27/17 - \$26.19/hour
7. Adam Gonnerman – Deputy Sheriff – Sheriff’s Office – 17/7 – 1/22/18 - \$24.92/hour
8. Sara Sackmann – Paralegal – Public Defender’s Office – 16/8 – 1/2/18 - \$24.31/hour
9. Nathan Staton – Community Supervision Monitor – Juvenile Detention Center – 12/16 – 12/27/17 - \$24.31/hour
10. Brian Moncur – Assistant Facilities Director – Facilities – 18/16 – 12/23/17 - \$2,615.20/bi-weekly

#### TEXT AMENDMENT

Kevin Hoekman, Planner, was present for the second reading and public hearing to consider text amendments to Ordinance MC16-90 the 1990 Revised Zoning Ordinance for Minnehaha County by amending article 12.07 – Accessory Building and Uses. The text amendments would change the 1,200 square foot limitation of accessory building footprints to the following tiered system: for parcel sizes of 1.0 acres or less a total permissible area of accessory building footprint is 1,600 square feet; for parcel sizes of 1.1 acres to 3.0 acres a total permissible area of accessory building footprint is 2,400 square feet; for parcel sizes of 3.1 acres or more a total permissible area of accessory building footprint is 3,600 square feet. The Planning Commission recommended approval of the amendments at their November 27, 2017, public hearing. No one from the public spoke in opposition or made comment. MOTION by Karsky, seconded by Beninga, to approve Ordinance MC16-152-18 as proposed. 3 ayes. The entire ordinance is on file in the Auditor’s Office.

#### FUND TRANSFER

Bill Hoskins, Museum Director, reported a \$10,000 transfer from the Museum Store Fund to the Museum Enterprise Fund in support of educational programming at the Museum is provided for in the 2018 budget. The transfer requires Commission action. MOTION by Beninga, seconded by Karsky, to authorize a \$10,000 transfer from the Museum Store Fund to the Museum Special Enterprise Fund in accordance with the 2018 budget. 3 ayes.

#### BUDGET SUPPLEMENT

Jamie Phelps, Quality Assurance and Improvement Manager, requested a supplement of \$19,187.50 from the Emergency Food & Shelter Program (EFSP) Fund to the EFSP Budget representing the second half of the 2018 EFSP Allocation. The funds will be a pass through to the Bishop Dudley Hospitality House to help supplement services provided by the organization. MOTION by Beninga, seconded by Karsky, to supplement \$19,187.50 from the Emergency Food & Shelter Program Fund to the Emergency Food & Shelter Program Budget, ASN 21137. 3 ayes.

#### AGREEMENTS

Jamie Phelps, Quality Assurance and Improvement Manager, gave a briefing on an updated Professional Services Agreement between Minnehaha County and Dakota Cemetery Management, Inc. to administer burials at the Minnehaha County Cemetery. Dakota Cemetery Management, Inc. will receive \$5,200 annually, an increase of \$200 from the previous agreement, for their services to be billed on a bi-annual basis. The agreement will update the number of days required for sufficient notice of termination from seven (7) days to ninety (90) days. Other

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changes to the agreement include text changes such as rearranging of language, style and form changes, clarification of language, reference to South Dakota law, and removal of duplicate language. MOTION by Beninga, seconded by Karsky, to authorize the Vice-Chair to sign the updated Professional Services Agreement between Minnehaha County and Dakota Cemetery Management, Inc. in the amount of \$5,200 annually to administer burials at the Minnehaha County Cemetery. 3 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 specifically highlighting Senate Bill 86, House Bill 1076, and Senate Bill 1.

#### NEW BUSINESS

Commissioner Karsky spoke on an invitation from Lincoln County to join them in a meeting on February 15, 2018, with Hennepin County, MN Commissioners regarding how multiple counties function and collaborate in a large metropolitan area.

MOTION by Karsky, seconded by Beninga, to adjourn. 3 ayes.

The Commission adjourned until 5:00 p.m. on Tuesday January 23, 2018.

#### APPROVED BY THE COMMISSION:

Jean Bender

Vice-Chair

ATTEST:

Olivia Larson

Deputy Auditor