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THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. August 20, 2019, pursuant to adjournment on August 13, 2019. Commissioners present were: Barth, Bender, Heiberger, and Karsky. Commissioner Beninga was absent. Also present were Olivia Larson, Commission Recorder, and Margaret Gillespie, Senior Deputy State's Attorney.

MOTION by Barth, seconded by Karsky, to approve the agenda. 4 ayes.

#### MINUTES APPROVAL

MOTION by Barth, seconded by Karsky, to approve the August 13, 2019, Commission Minutes. 4 ayes.

#### VOUCHERS TO BE PAID

MOTION by Karsky, seconded by Heiberger, to approve the following bills totaling \$4,779,508.25. 4 ayes.

A To Z World Lang	Professional Svcs	160.00
A&B Business	Data Processing Sup	414.16
A&B Business	Lease-Rental Agmt	479.71
A&B Business	Maint Contracts	125.84
Active Generations	Advertising	47.00
Advance Auto Parts	Auto/Small Equip	19.98
Airway Svc	Auto/Small Equip	1,089.80
Airway Svc	Gas Oil & Diesel	330.33
Anderson Funeral	Burials	1,200.00
Argus Leader Media	Advertising	1,107.96
Argus Leader Media	Publishing Fees	1,705.12
Armor Correctional	Contract Svcs	77,436.74
Avera McKennan	Blood Withdrawal	288.00
Avera McKennan	Hospitals	16,144.67
Avera McKennan	Other Medical Svcs	2,925.60
Banner Associates	Architects & Engineers	3,361.45
Bauer Built	Auto/Small Equip	243.00
Beadle Plaza Apt	Welfare Rent	495.00
Bob Barker	Inmate Sup	680.50
Bob Barker	Kitchen/Cleaning Sup	1,224.96
Bosman, Joseph	Uniform Allowance	112.96
Bound Tree Medical	Education & Training	567.94
Bradfeldt, Becky	Business Travel	36.96
Budget Auto Repair	Automobiles	211.80
BX Civil & Construct	Contracted Construction	3,162.50
C & R Supply	Auto/Small Equip	74.00
Campbell, Vicki D	Welfare Rent	1,350.00
Carpenter, Donovan	Business Travel	32.56
Cartridge World	Data Processing Sup	139.99
Century Business	Contract Svcs	734.60
Century Business	Maint Contracts	334.31
Centurylink	Telephone	1,719.06
Certified Languages	Interpreters	599.65
Chagolla, Albert	Interpreters	125.00
Civil Design	Architects & Engineers	4,257.50
Civil Design	Bridge Repair & Maint	973.75
Clark Cnty NV	Return Of Svc	100.00
Clerk Of The District	Misc Exp	3.25
Cleveland Heights	Welfare Rent	700.00
Climate Systems	Heat, Vent & AC Repairs	182.00
Cody, Denise	Bd Exp Fees Yankton	22.50
Cole Papers	Janitorial Chemical Sup	6,640.19
Concrete Materials	Road Maint & Material	24,139.38
Construction Product	Bridge Repair & Maint	400.00
Corey Metter	Education & Training	58.38
Culligan Water	Maint Contracts	35.00

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Cyntom Property	Welfare Rent	430.00
Dakota Fluid Power	Truck Repairs & Maint	285.63
Dakota News	Store Inventory	77.82
Dalsin	Fairgrounds	7,261.50
Douglas Cnty Sheriff	Return Of Svc	50.00
Edna M Scott Family	Right Of Way	5,003.00
Eduardo Lopez Perez	Uniform Allowance	100.00
Electric Construct	Electrical Repairs & Maint	101.02
Etterman Enterprises	Small Tools & Shop Sup	109.23
Exhaust Pros	Auto/Small Equip	13,385.00
First Premier Bank	Investigators Exps	346.13
Fleetpride	Truck Repairs & Maint	92.14
G&H Distributing	Kitchen/Cleaning Sup	563.66
Galls Quartermaster	Uniform Allowance	4,837.86
Garretson Gazette	Publishing Fees	1,092.13
Geotek Engineering	Jail Expansion Prof Svcs	2,526.25
Geotek Engineering	Parking	781.00
Global Equip	Furniture & Office Equip	563.70
Golden West	Telephone	182.07
Gourley Properties	Welfare Rent	765.00
Graham Tire	Auto/Small Equip	1,032.00
Grainger	Small Tools & Shop Sup	17.61
Grant Square	Welfare Rent	788.00
Great Plains Psych	Psych Evals	1,045.00
Guzman, Sandra V	Interpreters	155.82
Handyman Auto Glass	Auto/Small Equip	60.00
Harmelink Fox & Ravn	Attorney Fees	253.10
Hdr Engineering	Architects & Engineers	48,573.73
Hecksel, Julie	Program Activities	300.00
High Plains Tech	Maint Contracts	4,569.00
Hobby Lobby Stores	Program Activities	34.57
Holiday Inn City	Expert Witness Fees & Exps	150.00
Holiday Inn City	Witness Fees/Exps	80.00
Horizon Agency	Insurance Admin Fee	2,723.50
Horizon Apts	Welfare Rent	477.00
Horning, John G	Welfare Rent	700.00
HOV Svcs	Microfilming	328.70
HyVee	Pharmacies	89.23
Intek	Contract Svcs	24,489.55
Interstate Office	Office Sup	3,094.48
ISI	Interpreters	520.00
JC Schultz Ent	Building Repairs & Maint	979.09
JCL Solutions	Kitchen/Cleaning Sup	760.45
Jebro	Road Material Inventory	19,046.37
Johnson, Brian	Welfare Rent	500.00
Katterhagen, Mark	Bd Exp Fees Yankton	73.50
Kirschbaum, Mark	Business Travel	47.68
Knecht, Andrew J	Attorney Fees	351.50
Krause Law	Attorney Fees	76.00
Lambert Heating	Building Repairs & Maint	226.00
Languageline	Interpreters	377.57
Languageline	Telephone	636.74
Lassegaard, Samuel C	Welfare Rent	860.00
Leaf Capital Funding	Office Sup	137.02
Lewis & Clark Behav	Bd Evals Yankton	3,204.00
Lewis Drugs	Pharmacies	1,968.60
Lewno Law	Bd Exp Fees Yankton	802.75
LG Everist	Road Maint & Material	481.11
Lockwood, Darcy	Bd Exp Fees Yankton	51.00
Martin Cnty Sherif	Return Of Svc	65.06
Matheson Trigas	Small Tools & Shop Sup	42.16
Mcclure & Hardy	Attorney Fees	133.00
Metro Coms	Misc Exp	29,970.50
Micheals Purple	Building Repairs & Maint	100.00
Midamerican Energy	Welfare Utilities	787.58

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Midcontinent	Data Coms	248.00
Midcontinent	Telephone	85.00
Multicultural Center	Interpreters	302.50
Murray Properties	Welfare Rent	500.00
Napa Auto Parts	Small Tools & Shop Sup	152.80
Nguyen, Lam	Interpreters	50.00
Nobles Cnty MN	Return Of Svc	65.00
Northeast Invest	Welfare Rent	700.00
Novak	Office Sup	240.64
Novak	Tea-Ellis Range	72.40
Novak	Trash Removal	244.86
Oconnor	JDC Maint	923.81
Oertel Architects	Architects & Engineers	3,705.00
One Sky	Heavy Equip Repairs & Maint	177.96
Openlattice	Software	500.00
Pennington Cnty	Extradition & Evidence	8,500.15
Phoenix Supply	Inmate Sup	3,735.00
Pride Neon	Truck Repairs & Maint	365.00
Qualified Presort	Postage	355.90
Quality Efficiencies	Motels	1,250.00
R&L Supply	Plumbing & Welding	191.32
Record Keepers	Records Storage	2,323.40
Redwood Estates	Welfare Rent	725.00
Redwood Mediation	Attorney Fees	105.50
Richard Ewing Equip	Jail Repairs & Maint	419.64
Ronald H Scott Surv	Right Of Way	4,708.70
Rons, Norm	Welfare Rent	800.00
Sanford	Other Medical Svcs	2,029.90
Sanford Clinic	Blood Withdrawal	20.00
Sanford Clinic	Insurance Other Costs	96.00
Sanford Health Plan	Insurance Admin Fee	3,000.00
Satellite Tracking	Program Sup	3,445.00
Sayre Associates	Parking	6,631.00
Schmuck, Jan	Bd Exp Fees (Minnehaha)	80.00
SD Assoc Of Cnty	Business Travel	740.00
SD Assoc Of Cnty	Education & Training	370.00
SD Assoc Of Cnty	Due To Other Governments	5,826.00
Security Labs	Maint Contracts	325.00
Sioux Falls Area	Misc Exp	50.00
Sioux Falls City	Blood/Chemical Analysis	5,635.00
Sioux Falls City	Contract Svcs	293,750.00
Sioux Falls City	Gas Oil & Diesel	13,122.54
Sioux Falls City	HIDTA Grant	256.73
Sioux Falls City	Water Sewer	92.56
Sioux Falls City	Welfare Utilities	90.12
Sioux Falls Ford	Auto/Small Equip	123.34
Sioux Falls Ford	Gas Oil & Diesel	36.45
Sioux Falls Rubber	Office Sup	59.70
Snoozy, Scott	Welfare Rent	500.00
Solheim, Virginia	Business Travel	39.28
Southeastern Behav	Crisis Intervention Program	6,689.59
Stan Houston Equip	Fairgrounds	135.00
State of SD	Amts Held Daily Scram	2,523.00
State of SD	Amts Held Remote Breath	895.00
State of SD	Blood/Chemical Analysis	8,170.00
State of SD	Commitment HSC	20,202.38
State of SD	Commitment Redfield	1,080.00
State of SD	Dentists	444.86
State of SD	Due To Other Governments	3,949,030.04
State of SD	Inmate Sup	1,069.00
State of SD	Misc Exp	271.00
State of SD	Printing/Forms	897.59
State Steel Of SD	Truck Repairs & Maint	400.40
Streichers	Uniform Allowance	1,249.97
Summit Food Svc	Board Of Prisoners-Meals	26,222.45

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Swaney, Dawn	Cnty Cemetery	200.00
T & L Invest	Welfare Rent	500.00
Taylor Place	Welfare Rent	700.00
Testpoint Medical	Blood Withdrawal	4,200.00
Thea Sampurno	Misc Revenue	150.00
Thomson Reuters	Legal Research	1,674.12
Timberland Village	Welfare Rent	459.60
Tires Tires Tires	Gas Oil & Diesel	24.99
Toering, Jason	Education & Training	160.00
Tomacelli'S Too	Jury Fees	259.51
Trana, John	Business Travel	13.44
Transunion Risk	Investigators Exps	174.60
Trinity Point	Welfare Rent	700.00
Turning Leaf Tax	Welfare Rent	500.00
Tzadik	Welfare Rent	3,897.00
Uline	Inmate Sup	1,336.95
Ulteig Engineers	Architects & Engineers	7,522.60
United Parcel Svc	Postage	23.41
US Foods	Professional Svcs	443.21
V2	Welfare Rent	355.00
Valhalla Painting	Inmate Sup	5,222.40
Vandervliet, Rodney	Business Travel	50.20
Verizon Wireless	Data Processing Equip	1,146.01
Verizon Wireless	HIDTA Grant	44.56
Verizon Wireless	Misc Exp	133.68
Verizon Wireless	Other Charges	52.96
Verizon Wireless	Safety & Rescue Equip	126.48
Verizon Wireless	Telephone	4,663.79
Vern Eide Motorcars	HIDTA Grant	590.00
Walmart Stores	Pharmacies	4.00
Walton, Marcus	Attorney Fees	667.40
West Briar Commons	Welfare Rent	800.00
Westwood	Welfare Rent	1,248.00
Winner Police Dept	Extradition & Evidence	267.60
Xcel Energy	Electricity	1,462.03
Xcel Energy	Welfare Utilities	1,673.03
Xigent Solutions	Data Processing Equip	4,680.00
Yankton Cnty	Return Of Svc	352.50
Yemam, Nassir	Interpreters	77.49

## July 2019 Salaries Paid

Commission	Salaries	\$39,163.11
Auditor	Salaries	\$52,031.45
Treasurer	Salaries	\$78,864.89
Information Technology	Salaries	\$73,973.26
States Attorney	Salaries	\$293,701.86
Public Defender	Salaries	\$191,206.63
Public Advocate	Salaries	\$60,780.52
Facilities	Salaries	\$49,303.57
Equalization	Salaries	\$83,257.22
Register Of Deeds	Salaries	\$48,458.09
Human Resources	Salaries	\$25,393.12
Sheriff	Salaries	\$989,089.86
Juvenile Detention Center	Salaries	\$147,033.54
Highway	Salaries	\$146,187.29
Human Services	Salaries	\$119,430.21
Museum	Salaries	\$73,112.91
Planning	Salaries	\$43,458.46
Extension	Salaries	\$3,507.20

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## REPORTS

The July 2019 Minnehaha County Monthly Sheriff's Report, the July 2019 Register of Deeds Official Statement of Revenue Report, and the June 2019 Minnehaha County Coroner Report were received and placed on file in the Auditor's Office.

## PERSONNEL

MOTION by Heiberger, seconded by Karsky, to approve the following personnel changes. 4 ayes.

### New Hires

1. Devrin Clark, variable hour Airport Security Officer/Deputy Sheriff for Airport Security, at \$25.00/hour effective 8/19/19.
2. To amend the hire date of John MacArthur, Air Guard Security Officer I for Air Guard, to 9/9/19.

### Step Increases

1. Heidi Jerke, GIS Coordinator for Planning, at \$36.81/hour (19/16) effective 8/23/19.
2. Emma Otterpohl, Deputy Public Defender for the Public Defender's Office, at \$2,667.20/biweekly (22/2) effective 8/27/19.
3. Nathanael Ellens, Assistant Director of the Juvenile Detention Center, at \$2,477.60/biweekly (21/3) effective 8/6/19.

### Other Salary Changes

1. To begin EMT specialty pay for Nathan Moser, Deputy Sheriff for the Sheriff's Office, resulting in a rate of \$25.44/hour effective 8/10/19.

## ABATEMENT

Upon the recommendation of Chris Lilla, Director of Equalization, MOTION by Karsky, seconded by Barth, to approve an abatement representing a qualifying spouse for the disabled veterans tax exemption under SDCL 10-4-40 for Parcel ID 24411 in the amount of \$1,411.73, 2018 property taxes. By roll call vote: 4 ayes.

## PUBLIC COMMENT

Robert Mabee, 300 N Dakota Ave, Suite 304, Sioux Falls, thanked the Commissioners for their service, spoke on parking issues at his office building in downtown Sioux Falls, and requested that the Commission consider providing parking space.

## PUBLIC NUISANCE

David Heinold, Planner, gave a briefing on a Public Nuisance Ordinance violation at the property owned by Lane Mckenney. The property is located at 25403 477<sup>th</sup> Ave., Baltic and is legally described as Tract 1, Peterson's Addition, NE1/4 & NE1/4 SE1/4, Section 26-T103N-R49W, Sverdrup Township. The Planning & Zoning Department received a complaint about the property on June 20, 2017, regarding numerous dismantled vehicles. On the same day, a site visit was conducted confirming that unlicensed cars, dismantled truck bodies, miscellaneous car parts, and a stack of tires were on the property. Throughout 2017 and 2018, the Planning & Zoning Department received several complaint calls, conducted site visits, and communicated with the property owner in order to get the nuisances abated. A total of four letters notifying the property owner of the public

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nuisance violations were sent. In January 2019, two unlicensed/dismantled vehicles and a boat still remained on the property. On May 14, 2019, another letter with a deadline of July 1, 2019, was sent to Mr. Mckenney due to the findings of a site visit on May 6, 2019. During that visit, two vehicles, a camper, and a boat without current registration tags were on the property. Two more site visits were conducted in July 2019 that showed no improvement to the property. On July 31, 2019, a notice was sent via certified mail to the property owner notifying them of the hearing scheduled for August 20, 2019. On August 14, 2019, a site visit was conducted where staff did not see any progress being made to abate the nuisance. Scott Anderson, Planning Director, spoke on the likelihood of the property owner getting tags for junk vehicles. MOTION by Barth, seconded by Karsky, to declare the property legally described as Tract 1, Peterson's Addition, NE1/4 & NE1/4 SE1/4, Section 26-T103N-R49W, Sverdrup Township a public nuisance and enact SDCL 21-10-6 to authorize the Planning & Zoning Department to abate the nuisance by removing the violations from the property. In response to questions from the Commission, Maggie Gillespie, Senior Deputy State's Attorney, explained that, upon declaration of a public nuisance on a property, the action would be effective immediately unless otherwise designated by the Commission. Due to the violations being small in comparison to past nuisance properties, the Commissioners expressed interest in delaying the effective date of the public nuisance declaration to provide the property owner some time to abate the nuisance himself. SUBSTITUTE MOTION by Heiberger to declare the property legally described as Tract 1, Peterson's Addition, NE1/4 & NE1/4 SE1/4, Section 26-T103N-R49W, Sverdrup Township a public nuisance and enact SDCL 21-10-6 to authorize the Planning & Zoning Department to abate the nuisance by removing the violations from the property, and to direct the Planning & Zoning Department to take no action until after September 4, 2019, and to notify the property owner of the decision. Commissioner Barth withdrew his motion. Commissioner Karsky withdrew his second to Commissioner Barth's motion. Commissioner Karsky seconded Commissioner Heiberger's motion. Roll call vote on the substitute motion: 4 ayes.

#### APPLICATION

Carol Muller, Commission Administrative Officer, requested support of an application for the installation of a self-service terminal for vehicle registration renewal from the South Dakota Department of Revenue, Division of Motor Vehicles (SDDR-DMV). Due to the high volume of traffic at the Treasurer's Office each day, the proposed application has been provided to consider placing a vehicle registration renewal kiosk within the Minnehaha County Administration Building. The application included a request for an exemption from the SDDR-DMV criteria number three (3), a requirement that the kiosk be available 24 hours a day. MOTION by Barth, seconded by Karsky, to authorize the Chair to sign the Letter of Support for an application for the installation of a self-service terminal for vehicle registration renewal from the South Dakota Department of Revenue, Division of Motor Vehicles. 4 ayes.

#### JAIL EXPANSION

Carol Muller, Commission Administrative Officer, and Dick Strassburg, Tegra Group, presented on a request for the use of contingency funds and two agreements pertaining to a security upgrade for the jail expansion project. The first request was to allow the use of \$1,306,209.00 of the budget for the jail expansion project to be utilized for a security upgrade. This request included the costs for agreements associated with the upgrade of the existing security system and the consulting services, as well as the utilization of \$118,746.00 in contingency funds. The first agreement between Minnehaha County and Accurate Controls, Inc. is an AIA form agreement for the replacement of the upgrade of the existing security system at a total cost of \$1,167,463.00. The second agreement is a Professional Services Agreement between Minnehaha County and SCI Services, LLC in the amount of \$20,000.00 for consulting services related to the security system upgrade. MOTION by Heiberger, seconded by Barth, to approve the security upgrade for the jail expansion project in the amount of \$1,306,209.00. 4 ayes. MOTION by Heiberger, seconded by Karsky, to authorize the Chair to sign the agreement between Minnehaha County and Accurate Controls, Inc. in the amount of \$1,167,463.00 for the replacement of the security system/integration with the jail addition security system. 4 ayes. MOTION by Barth, seconded by Heiberger, to authorize the Chair to sign the Professional

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Services Agreement between Minnehaha County and SCI Services, LLC for consulting services related to the security system upgrade in the amount of \$20,000.00. 4 ayes.

#### LIAISON REPORT

Commissioner Bath reported that the August 27, 2019, Commission Meeting will have an item regarding a joint jurisdiction request from the City of Hartford. Upon the request of Commissioner Barth, Scott Anderson, Planning Director, explained the process for establishing a joint jurisdiction with the City of Hartford.

Commissioner Heiberger reported on attending last week's Oversight Council for Improving Criminal Justice Responses for Persons with Mental Illness meeting in Chamberlain, SD where they discussed competency evaluations and the number of people waiting for evaluations. Additionally, a Summit for Improving Criminal Justice Response for those with Mental Illness was held to look at gaps in law enforcement and mental health resources where several targeted ideas were discussed during breakout sessions.

Commissioner Bender reported on meeting with Augustana University who provided a report on their study of the Homeless Advisory Board. The report will first be reviewed at a Homeless Advisory Board meeting, and then later presented at a joint meeting between the City of Sioux Falls and the County.

#### NEW BUSINESS

Commissioner Barth suggested the County consider a social media policy and expressed his concerns with how to respond to people when they are recording videos on the County Campus. Commissioner Karsky stated that the County's Highway Department has an active social media presence and believes that it would be good to consider a social media policy.

Commissioner Barth spoke on the comments made about parking explaining that the County does not have very much available parking space. Commissioner Bender noted that the County is not responsible for any parking garages in downtown Sioux Falls and that the County has had to purchase additional land due to a lack of available parking on the County Campus. Commissioner Karsky explained that the Commission is aware of how many parking spots exist on the County Campus and that parking is a hot commodity.

MOTION by Heiberger, seconded by Barth, to adjourn. 4 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, August 27, 2019.

#### APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor