

DOUGLAS COUNTY COMMISSIONERS MEETING
DECEMBER 18, 2018

PURSUANT TO ADJOURNMENT the board of County Commissioners met at the Courthouse in Armour, SD at 9:00 a.m. on Tuesday, December 18, 2018. I. Lau, S. Lau, Muntefering, Maas and Star were present. Also present were Auditor Barker. Jennifer Kellogg, representing Douglas County Publishing was also in attendance. The meeting was called to order by Chairman Muntefering. The Pledge of Allegiance was recited. A motion was made by Star and seconded by S. Lau to adopt the amended agenda. All members voted in favor of this action, motion carried.

REGISTER OF DEEDS

Kim Huebner, Deputy Register of Deeds, met with the Board briefly. A motion was made by S. Lau and seconded by Star to enter into an executive session at 9:02 a.m. to discuss a personnel matter with Huebner. All members voted in favor if this action, motion carried. At 9:20 a.m. Chairman Muntefering declared the meeting back to open session with no action taken at this time.

4-H EXTENSION

Laura Beall, 4-H Youth Advisor, met with the Board to update them on her department. Shooting sports registration will be held January 6, 2019 at the 4-H Building. Beall will be attending a meeting in Huron tomorrow, December 19th, as a member of the poultry committee to begin planning for the 2019 State Fair in Huron.

4-H/WEED & PEST

Kim Klein, 4-H/Weed and Pest Support Staff, met with the Board briefly. At 10:05 a.m. a motion was made by S. Lau and seconded by Maas to enter into an executive session to discuss a personnel matter with Klein and Barker present. All members voted in favor of this action, motion carried. Chairman Muntefering declared the meeting back to open session at 10:15 a.m. with no action taken at this time.

FAIRBOARD

Dwayne Werkmeister, Fair Board Member and John Engelland, Custodian, met with the Board to inform them that a concrete project that was planned for this year will not be able to be completed within the 2018 budget year. The Board agreed to amend the 2019 budget to support the project. Wunder Construction has agreed to honor the original quote price when the work is completed next year.

EXECUTIVE SESSION

At 10:25 a.m. a motion was made by S. Lau and seconded by Maas to enter into executive session with Travis Schacht, States Attorney Parkhurst and Auditor Barker to discuss a personnel matter. Schacht exited the session at 10:45 a.m. Chairman Muntefering declared the meeting back to open session at 11:06 a.m. with no action taken.

SHERIFF'S OFFICE

Jon Coler, Sheriff, met with the Board to inform them that the board that the new body cams and dash cams have been received. No action was required.

CONTINGENCY TRANSFER

A motion was made by Star and seconded by Maas, to introduce the following resolution. All members voted in favor of this action. Motion carried.

RESOLUTION #2018-05
TRANSFER FROM CONTINGENCY FUND

WHEREAS, insufficient appropriation was made in the 2018 adopted budget for the following department to discharge just obligations of said appropriations; and
WHEREAS, SDCL 7-21-32.2 provides that the transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 7-21-6.1 to other appropriations;
THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget (101-112-429) to the following department budgets:

101-162-426 (Director of Equalization Travel/Conference) in the amount of \$1,000.00
101-163-411 (Register of Deeds Salaries) in the amount of \$10,000.00
101-522-425 (Parks Maintenance) in the amount of \$100.00
101-711-411 (Planning and Zoning Salaries) in the amount of 900.00

AUTOMATIC BUDGET SUPPLEMENT:

Whereas, South Dakota Codified Law (SDCL) 7-21-20.1 states that any funds made available after the final budget is adopted by the county from state and federal grants for expenditures by the county shall be paid into the county treasury and may be expended without specific provision in the annual budget of the county. In this case the commissioners shall publish, in the official newspaper of the county, the purpose for which the expenditures were, and to whom the expenditures were made.

Therefore, a motion was made by S. Lau and seconded by to adopt an automatic supplemental budget per SDCL 7-21-20.1 for an unanticipated state (federal) grant as follows:
Expenditure: Emergency Management Fund-226-222-434-Emergency Management Equipment (EOC Trailer) \$29,967.75
Means of Finance: Emergency Management Fund-226-331.31- Homeland Security Grant 97.067 \$29,967.75

OTHER BUSINESS

A motion was made by Maas seconded by Star authorizing the payout of Travis Schacht's vacation and sick leave benefits. This will be paid out in December payroll. All members voted in favor of this action, motion carried.

A motion was made by S. Lau and seconded by Maas authorizing Chairman Muntefering to sign the Kone work agreement. All members voted in favor of this action, motion carried. Renovating the elevator was discussed with no action at this time.

The Notice of Delinquent Real Estate Taxes for 2017 Taxes Payable 2018 was reviewed and signed by the Board of Commissioners. No formal action was needed.

A Letter from John Ogden was read with no action taken at this time.

The discussion regarding Wages for 2019 was tables until the next meeting.

FEES REPORT

Clerk of Courts November 2018: \$2,677.00
Register of Deeds November 2018: \$2,796.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: November 2018:

Checking Accounts	\$2,749.73
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$40,944.71
Savings Accounts.....	\$3,332,000.00
-BankWest- Armour	
Certificate of Deposits	\$400,000.00
Total	\$3776,594.44

FUND BALANCE

General Fund	\$2,716,421.42
Special Revenue Funds	\$624,721.96
Tax Increment Cash Account	\$5,961.96
Trust and Agency Funds	\$429,489.10
Total	\$3,776,594.44

The following claims were approved for payment:

GENERAL FUND:

Armour Dray 100.00 utilities; B&L Communications 395.00 radios; Buhl's Dry Cleaners 123.00 utilities; Charles Mix Co. Sheriff's Office 2150.00 jail fees; Claims Associates 65.00 repairs; Community Health Services 2025.20 prof fees; Connecting Point 210.00 server maint; Corsica Hardware 99.45 repairs; Darrington Water 30.50 supplies; DCMH 287.00 prof. fees; Department of Health 385.00 prof. fees; Galls 96.56 uniforms; Goldenwest 846.73 utilities; Kim Klein 71.40 travel; Krull's Market 94.48 supplies; Lewis & Clark Behavioral Services 165.00 mental health; MARC 433.17 supplies; Mitchell Clinic LTD 32.00 prisoner medical; Office Products 1089.12 supplies; Petty Cash 849.74 postage; Pro-Vision Video Systems 17,699.28 minor equip.; Ramkota Hotel 407.96 travel; Randall Comm. Water 52.00 utilities; Regalia Manufacturing 180.30 supplies; Select Service Center 86.82 repairs; Sun Gold Trophies 890.00 trav./conf.; Jessica vanWyk 200.00 conf; Voyager Fleet Systems 2706.56 fuel; Wilson's True Value 85.12 supplies.

ROAD AND BRIDGE FUND:

A-OX 354.42 supplies; Armour Dray 60.00 utilities; B&H Tree Service 213.00 prof. fees; Best Western Ramkota 175.98 travel; Brosz Engineering 1675.00 prof fees; Connecting Point 70.00 server maint.; Corsica Hardware 48.97 supplies; Dave's plumbing and Heating 930.41 repairs; Goldenwest 111.05 utilities; Henke Tractor Repair 568.95 minor equip.; RDO Equipment 686.34 repairs; Transource Truck Equip. 136.12 supplies; Voyager Fleet Systems 710.84 fuel. Wheelco Brake & Supply 330.40 supplies; Wilson's True Value 38.74 supplies; WW Tire Service 235.29 supplies.

E911 FUND:

Goldenwest 436.56 E911 System; Midstate Communications 440.11 E911 Fund.

EMERGENCY MANAGEMENT FUND:

Goldenwest 16.00 utilities; Office Products 746.64 supplies/minor equip.

ADJOURNMENT

At 12:00 p.m., a motion was made by Maas seconded by Star to adjourn until 2:00 p.m. on Friday December 28, 2018. All members voted in favor of this action, motion carried.

SIGNED: _____
Floyd Muntefering, Chairman
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor