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THE MINNEHAHA COUNTY COMMISSION CONVENE AT 9:00 A.M. October 20, 2020, pursuant to adjournment on October 13, 2020. Commissioners present were: Bender, Beninga, Heiberger, and Karsky. Commissioner Barth was present via Zoom Videoconference. Also present were Olivia Larson, Commission Recorder, and Maggie Gillespie, Senior Deputy State's Attorney.

Crystal Johnson, State's Attorney, recognized Lori Ehlers, Senior Trial Attorney, for an Advocate in Action award received through the Family Violence Council for her work with domestic violence intervention and prevention.

MOTION by Karsky, seconded by Beninga, to amend the agenda to remove Item 17, an item to authorize the chair to sign an interim agreement with JLG Architects for administration building and extension building renovations. By roll call vote: 5 ayes.

MOTION by Heiberger, seconded by Beninga, to approve the agenda as amended. By roll call vote: 5 ayes.

#### MINUTES APPROVAL

MOTION by Beninga, seconded by Barth, to approve the October 13, 2020, Commission Minutes. By roll call vote: 5 ayes.

#### VOUCHERS TO BE PAID

MOTION by Karsky, seconded by Heiberger, to approve the following bills totaling \$891,918.27. By roll call vote: 5 ayes.

A Ox Welding Supp	Safety & Rescue Equip	147.30
A&B Business	Data Processing Sup	941.40
A&B Business	Lease-Rental Agmt	687.32
A&B Business	Maint Contracts	812.69
Advanced Pest Solut	Maint Contracts	70.00
Advertising Arts	Printing/Forms	15.00
Ahrendt, Cynthia J	Child Defense Attorney	436.50
Airway Svc	Automotive/Small Equip	1,518.99
Airway Svc	Gas Oil & Diesel	219.14
Alcohol Monitoring	Program Sup	3,731.20
Als Properties Silve	Welfare Rent	760.00
American Security	Election & Office Equip	7,946.00
Anderson, Jennifer	Bd Evals Minnehaha	4,224.98
Appeara	Program Activities	35.00
Aurora County SD	Return Of Svc	20.00
Automatic Security	Professional Svcs	125.00
Avera McKennan	Attorney Fees	3,000.00
Avera McKennan	Blood Withdrawal	357.00
Avera McKennan	Medical Records	12.95
Avera McKennan	Other Medical Svcs	1,783.77
Axis Forensic Toxic	Lab Costs	300.00
Banner Associates	Architects & Engineers	2,108.85
Beacon Hill	Welfare Rent	700.00
Benson, Charles	Welfare Rent	500.00
Bob Barker Company	Child Care Items	84.59
Bob Barker Company	COVID Expenses	608.61
Bob Barker Company	Kitchen/Cleaning Sup	79.92
Brentwood Apartments	One Sioux Falls Shelter	1,276.00
Brevik Law	Attorney Fees	375.30
Burns, Jason	Investigators Expenses	183.12
Buthe, DJ	Business Travel	194.46
Butler, Craig	Business Travel	200.00
C&M Family Proper	Welfare Rent	825.00

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Caliber Home Loans	One Sioux Falls Shelter	1,234.33
Center For Family	Professional Svcs	154.00
Century Business	Lease-Rental Agmt	540.00
Century Business	Maint Contracts	983.52
Centurylink	Contract Svcs	13.52
Centurylink	Telephone	1,857.79
Certified Languages	Interpreters	489.50
Chagolla, Albert	Interpreters	154.17
Charmtex	Kitchen/Cleaning Sup	2,378.00
Clark Engineering	Architects & Engineers	2,007.91
Cliff Properties	Welfare Rent	499.00
Concrete Materials	Road Maint & Material	128.96
Constellation	Natural Gas	7,568.14
Construction Product	Bridge Repair & Maint	410.00
Copper Pass	One Sioux Falls Shelter	1,100.00
Corey Heise	Taxable Meal Allowances	18.00
Creekstone Falls	One Sioux Falls Shelter	964.00
Dakota Fluid Power	Automotive/Small Equip	597.44
Dakota Law	Child Defense Attorney	472.90
Dell Rapids Com	Ambulance Svcs	53,000.00
Dematteo Law	Attorney Fees	145.50
Diamond Mowers	Automotive/Small Equip	171.00
Dive Rescue Intl	Education & Training	750.00
Dressler, Mike	One Sioux Falls Shelter	1,350.00
Dubbe, Scott	Business Travel	100.00
Dust Tex Svc	Janitorial Chemical Sup	20.30
EH Hospitality	Motels	280.00
Embe	Education & Training	100.00
Equip Blades	Parts Inventory	33,366.00
Ethan Palluck	Taxable Meal Allowances	18.00
Eurographics	Store Inventory	236.20
Fastenal	Small Tools & Shop Sup	25.12
First Dakota Nation	Homeland Security	3,764.75
Fleetpride	Truck Repairs & Maint	97.69
Galls Quartermaster	Uniform Allowance	72.35
Garfield Apts	One Sioux Falls Shelter	450.00
Garfield Apts	Welfare Rent	1,800.00
Golden West	Telephone	184.85
Grainger	Small Tools & Shop Sup	56.09
Grant Square	Welfare Rent	500.00
Graystone Heights	One Sioux Falls Shelter	1,000.00
Great Plains Psych	Psych Evals	1,725.00
Great Western Bank	One Sioux Falls Shelter	1,133.17
Greater Sioux Falls	Misc Expense	2,500.00
Griesse, Chris	Road Maint & Material	8,168.72
Harmelink & Fox Law	Attorney Fees	193.27
Heidepriem Purtell	Attorney Fees	1,906.75
Heritage Funeral	Burials	2,000.00
Hidden Hills Apt	Welfare Rent	1,400.00
Hobart Sales & Svc	Kitchen/Cleaning Sup	425.19
Horizon Apts	Welfare Rent	700.00
Humboldt Fire & Amb	Ambulance Svcs	53,000.00
Idaho Housing	One Sioux Falls Shelter	1,103.55
Ideal Yardware	Road Maint & Material	125.97
Idemia Identity	Lease-Rental Agmt	5,184.00
Insect Lore Products	Other Sup	153.94
Interstate All Batte	Data Processing Sup	4,600.00
Interstate Office	Furniture & Office Equip	356.81
Interstate Office	Office Sup	3,566.34
ISI	Interpreters	80.00
Jastram, Mark	Business Travel	100.00
Jaymar	Printing/Forms	85.48
John Koch Investment	One Sioux Falls Shelter	1,300.00
Justice Fire & Safe	Maint Contracts	977.15

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Justice Fire & Safe	Professional Svcs	95.05
Kennedy, Renee S	Court Reporters	326.80
Keystone Apts	One Sioux Falls Shelter	1,590.00
Kronos	Data Processing Equip	12,522.47
Kyra Enterprises	Emergency Shelter Grant	550.00
Lacey Rentals	Lease-Rental Agmt	112.00
Lamp	Interpreters	79.35
Language Testing	Professional Svcs	119.00
Languageline	Interpreters	181.73
Languageline	Telephone	66.26
Laura McCluskey	Sign Deposits	50.00
Leaf Capital Funding	Lease-Rental Agmt	137.02
Lewis Drugs	Pharmacies	404.08
Lopez, Rebeca	Interpreters	116.67
Loving, Philip	Bd Evals Minnehaha	3,674.94
Maria Munkvold	Business Travel	100.00
Matheson Trigas	Small Tools & Shop Sup	55.75
Mclaughlin, David	One Sioux Falls Shelter	800.00
Medstar Paramedic	Transportation	2,400.00
Menard	Automotive/Small Equip	40.96
Menard	COVID Expenses	16.84
Menard	Parks/Rec Repair & Maint	53.46
Menard	Program Activities	0.93
Metro Comms	Misc Expense	37,463.08
Midamerican Energy	Natural Gas	175.80
Midamerican Energy	One Sioux Falls Shelter	1,033.41
Midamerican Energy	Welfare Utilities	420.00
Midcontinent Com	Data Comms	350.00
Midcontinent Com	Subscriptions	300.38
Midcontinent Com	Telephone	85.00
Midland	Heat, Vent & AC Repairs	214.02
Midland	JDC Maint	65.75
Midtown Properties	Welfare Rent	500.00
Midwest Alarm	Professional Svcs	424.80
Mile High Shooting	Due to Other Govt-Pipeline	1,011.00
Miller, Frances F	Bd Exp Fees Minnehaha	128.00
Mitchell, Linc	Business Travel	100.00
Monarch Sales	Printing/Forms	658.37
Multicultural Center	Interpreters	742.50
Novak	Office Sup	561.60
Novak	Trash Removal	484.26
Nybergs Ace Hardware	Advertising	9.49
Office Depot	Data Processing Sup	239.69
Olson, Dawn	Court Reporters	920.00
Oreilly Auto Parts	Automotive/Small Equip	6.76
Osborn, Roxane R	Court Reporters	70.00
Oxbow/Terrace Hills	Welfare Rent	400.00
P&G Townhomes	One Sioux Falls Shelter	681.32
Paragon Health	Blood Withdrawal	8,040.00
Pennington County	Extradition & Evidence	2,799.48
Pharmchem	Testing Sup	970.70
Phoenix Supply	Kitchen/Cleaning Sup	4,600.00
Pine Meadows Com	Welfare Rent	700.00
Pioneer Enterprises	Burials	11,000.00
Pipestone County She	Return Of Svc	75.00
Prairies Edge Town	One Sioux Falls Shelter	3,065.00
Premier Real Estate	Welfare Rent	780.00
Pride Neon	Vehicle Equip	2,700.00
Quality Efficiencies	Motels	1,875.00
Qualseth, Ryan	Business Travel	200.00
R&L Supply	Jail Repairs & Maint	2,154.24
R&L Supply	JDC Maint	11.10
Reede Construction	Contracted Construction	212,308.84
Ricci, Kiel	Business Travel	100.00

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Risty, Maxine J	Court Reporters	372.40
Ronning Commercial	Welfare Rent	400.00
Rotorooter	Trash Removal	135.00
Sanford	Lab Costs	288.00
Sanford Clinic	Blood Withdrawal	60.00
SD Assoc Of County	Due To Other Governments	9,380.00
Shi International	COVID Expenses	532.34
Shi International	Software	266.17
Sioux Falls City	One Sioux Falls Shelter	3,039.33
Sioux Falls City	Water Sewer	786.55
Sioux Falls City	Welfare Utilities	3,046.79
Sleep Inn Sioux Fall	Motels	139.98
Southeastern Behav	Crisis Intervention Program	5,918.63
State of SD	Blood/Chemical Analysis	13,680.00
State of SD	COVID Expenses	655.70
State of SD	Lab Costs	200.00
State of SD	Printing/Forms	130.01
State of SD	Road Maint & Material	67,015.06
State of SD	Store Sales	268.12
State of SD	Telephone	409.50
Stoney Hill Apt	One Sioux Falls Shelter	725.00
Streichers	Safety & Rescue Equip	10,864.99
Summit Food Svc	Board Of Prisoners-Meals	126,481.57
Summit Food Svc	Child Care Food	709.79
Summit Food Svc	Inmate Sup	115.19
Summit Food Svc	School Lunch Program	1,185.90
Tegra Group	Architect, Engineers, and PMgt	13,031.75
Terveen Manufactured	One Sioux Falls Shelter	600.00
Terveen Manufactured	Welfare Rent	300.00
Thomson Reuters	Amounts Held For Others	744.19
Thomson Reuters	Legal Research	3,695.72
Thomson Reuters	Subscriptions	255.98
Three Falls	Welfare Rent	441.00
Todd, Daniel	One Sioux Falls Shelter	1,720.00
Tri-State Nursing	Professional Svcs	1,341.12
Tritech	Blood Withdrawal	5,085.00
Truck Bodies & Equip	Truck Repairs & Maint	157.07
Two Way Solutions	Comm Equip Repair	2,159.84
Tzadik Sioux Falls	One Sioux Falls Shelter	2,231.03
Tzadik Sioux Falls	Welfare Rent	2,600.00
Tzadik Sioux Falls P	One Sioux Falls Shelter	923.61
Tzadik Sioux Falls P	Welfare Rent	500.00
United Rentals	Lease-Rental Agmt	191.00
Verizon Wireless	Safety & Rescue Equip	40.01
Villas At Canyon	One Sioux Falls Shelter	890.00
Wall Lake Sanitary	Water Sewer	90.00
Walmart Stores	Pharmacies	544.47
Walsh, Mike	Business Travel	160.00
Waste Management	Trash Removal	46.17
West 41St Commons	One Sioux Falls Shelter	1,090.00
Williamsburg	Welfare Rent	695.00
Winner Police Dpt	Extradition & Evidence	67.20
Xcel Energy	Electricity	989.60
Xcel Energy	Road Maint & Material	16.75
Xcel Energy	One Sioux Falls Shelter	7,937.44
Xcel Energy	Welfare Utilities	1,511.94
Yankton County	Return Of Svc	500.00
Yellow Robe Consulti	ICWA Professional Svcs	28,439.00
Yemam, Nassir	Interpreters	75.00

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## REPORTS

The Children's Inn Monthly Comparable Statistics for September 2017-September 2020, the Auditor's Office Financial Reports for September 2020, and the September 2020 Register of Deeds Official Statement of Revenue Report were received and placed on file in the Auditor's Office. Vicki Huitt, Accounting Manager, reported on the following Auditor's Office Financial Reports: General Fund Cash Balance Report, Highway Fund Cash Balance Report, the General Fund YTD Expenditures Report, and the General Fund YTD Revenue Report.

## PERSONNEL

MOTION by Heiberger, seconded by Karsky, to approve the following personnel changes. By roll call vote: 5 ayes.

### New Hires

1. To hire Justin Conlon, Charliss Dols, Darcie Kuemper, and Aaron Wiederich as Correctional Officers for the Jail at \$19.47/hour (13/1) effective 10/26/2020.
2. To hire Gabriela Ordaz, Corrections Systems Operator for the Jail, at \$16.79/hour (10/1) effective 10/26/2020.
3. To hire Bobbi Lower, variable hour Election Worker for the Auditor's Office, at \$14.50/hour effective 10/19/2020.

### Promotions

1. To promote Kimberly Topel from Deputy Public Defender to Senior Deputy Public Defender for the Public Defender's Office at \$2,817.60/biweekly (22/3) effective 10/22/2020.
2. To promote Karin Brashler from Senior Property Technician to Appraiser for the Equalization Department at \$21.92 (15/1) effective 10/17/2020.

### Step Increases

1. Alexander Corrie, Deputy Sheriff for the Sheriff's Office, at \$26.18/hour (17/5) effective 10/22/2020.
2. Andrey Skots and Caramie Faini, Correctional Officer for the Jail, at \$21.49/hour (13/5) effective 9/21/2020.
3. Thomas Nelson, Senior Deputy State's Attorney for the State's Attorney's Office, at \$3,517.60/biweekly (22/12) effective 9/14/2020.
4. Elizabeth Callies, Juvenile Diversion Program Coordinator for the State's Attorney's Office, at \$23.14/hour (16/2) effective 9/21/2020.
5. Ashley Trankle, Senior Deputy State's Attorney for the State's Attorney's Office, at \$3,032.80/biweekly (22/6) effective 9/30/2020.

### Other

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1. To correct the step increase for Nicholaus Michels to a promotion from Deputy State's Attorney (22/2) to Senior Deputy State's Attorney (22/3) for the State's Attorney's Office at \$2,817.60/biweekly effective 10/1/2020.

## BRIEFING

Bob Litz, Auditor, gave a briefing on the 2020 General Election and Absentee Voting. The following areas were highlighted: the number of absentee ballots received, the number of active registered voters versus inactive, the Absentee Board schedule, the ballot counting schedule, and the security of the ballots. It was recommended and encouraged to submit absentee ballots as soon as possible.

## APPOINTMENT

Carol Muller, Commission Administrative Officer, and Chellee Unruh, City of Sioux Falls Housing Manager via Zoom Videoconference, requested approval for the appointment of the Accessible Housing Advisory Board (AHAB) Minnehaha County Representatives. The AHAB will be comprised of eleven (11) members including five citizens at-large (must be Minnehaha County residents), a member of the Sioux Falls City Council, a Minnehaha County Commissioner, a Lincoln County Commissioner, a member of the Sioux Falls School District Board, the City of Sioux Falls Housing Manager, and a Minnehaha County staff member. MOTION by Heiberger, seconded by Karsky, to appoint the following people as the Minnehaha County Representatives on the Accessible Housing Advisory Board: Jeff Nelson (expires 2021), Joan Franken (expires 2022), Aspen Thorstenson (expires 2022), Paul Kostbooth (expires 2023), Nancy Reynoza (expires 2023), Minnehaha County Commission Chair Jean Bender, and Minnehaha County Human Services Director Kari Benz. By roll call vote: 5 ayes.

## SURPLUS

Upon the request of Monte Watembach, Information Technology Director via Zoom Teleconference, MOTION by Bender, seconded by Heiberger, to declare the following items as surplus for disposal: 1) Asset #0156, IBM RS/6000 Message Switch, 2) Asset #0157, IBM Redundant Message Switch, 3) Asset #0319, Pro 4100 Sonic Wall Firewall, and 4) Asset #0684, IBM System Series I 525. By roll call vote: 5 ayes.

## BRIEFING

Chris Lilla, Director of Equalization, gave a briefing on the progress of the Minnehaha County Equalization Department. The following areas were highlighted: assessment notice changes, neighborhood splitting, conversion from the AS400 to Proval, the commercial building model, house type modeling, land conversion, and the Proval software update.

## AGREEMENTS

DJ Buthe, Highway Superintendent, presented two (2) Right-Of-Way Purchase Agreements for property owned by Ronald and Kristie Klingenberg. In conjunction with JSA Engineers, the Highway Department is rebuilding County Highway 149 from County Highway 122 five and a quarter miles north to the Colton city limits. In order to meet safety standards, additional right-of-way is required. MOTION by Karsky, seconded by Beninga, to approve the following Right-Of-Way Purchase Agreements:

- 1) Land owned by Ronald and Kristie Klingenberg will be purchased for the amount of \$4,082.40, is a total of 0.504 acres, and is legally described as Lot H-4 in the West Half (W<sup>1</sup>/<sub>2</sub>) Of The Southwest Quarter (Sw<sup>1</sup>/<sub>4</sub>) Of Section 11, Township 103 North, Range 51 West Of The 5th P.M., Minnehaha County, South Dakota.

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- 2) Land owned by Ronald and Kristie Klingenberg will be purchased for the amount of \$332.10, is a total of 0.041 acres, and is legally described as Lot H-2 in Tract 1 Of Krogstad's Addition In The Northwest Quarter (Nw¼) Of Section 11, Township 103 North, Range 51 West Of The 5th P.M., Minnehaha County, South Dakota.

By Roll Call Vote: 5 ayes.

#### BRIEFING

DJ Buthe, Highway Superintendent, gave the 2020 Safety Initiatives Briefing for the Minnehaha County Highway Department. The following areas were highlighted: the Highway Department's Strategic Plan and Mission, the history/background of safety initiatives, the use of data to identify safety projects, Federal Highway Administration proven safety countermeasures, and the Minnehaha County historical crash statistics from 2004-2019.

#### CHANGE ORDER

Carol Muller, Commission Administrative Officer, requested approval of a change order to the contract with Accurate Controls for the addition or replacement of 37 cameras within the Jail kitchen. The inclusion of cameras for the kitchen was an oversight during the original security plans. The total cost of the change order would be an increase of \$85,526.92 and would come out of the contingency for the contract. MOTION by Heiberger, seconded by Beninga, to approve the Change Order for the Accurate Controls contract at a cost of \$85,526.92 for security cameras. By roll call vote: 5 ayes.

#### LIAISON REPORT

Commissioner Bender reported the COVID-19 Taskforce for the County will be meeting on October 21, 2020, to discuss the current situation and any further action that should be taken. Commissioner Bender encouraged people to do their part in preventing the spread of the virus noting that the hospitalization rate is not looking good.

Commissioner Bender reported the first meeting will take place with the selected architects for the Administration and Extension Building Remodel on October 21, 2020.

#### OLD BUSINESS

Commissioner Barth commented on Commissioner Heiberger's ten years of service on the Commission.

Commissioner Beninga spoke on inaccurate reports made over the weekend regarding a County property transfer. Commissioner Beninga further clarified that the property transfer was not for \$4,420,000.00, but was \$4,424.00.

MOTION by Heiberger, seconded by Beninga, to recess the Minnehaha County Commission Meeting. By roll call vote: 5 ayes.

MOTION by Karsky, seconded by Barth, to reconvene the Minnehaha County Commission Meeting. By roll call vote: 5 ayes.

MOTION by Beninga, seconded by Barth, to enter into Executive Session pursuant to SDCL 1-25-2 (1), (3) and (4). By roll call vote: 5 ayes.

MOTION by Barth, seconded by Heiberger, to adjourn. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday October 27, 2020.

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APPROVED BY THE COMMISSION:

Jean Bender

Chair

ATTEST:

Olivia Larson

Deputy Auditor