The Lincoln County Board of Commissioners met at 8:30 a.m. on October 27, 2015 with members David Gillespie, Dan King and Michael Poppens present. Chair Jim Schmidt was not present. Vice-Chair Michael Poppens assumed the role as Chair. The meeting was called to order with the Pledge of Allegiance to the Flag. The Deputy Auditor was Clerk of the Board. Dale Long joined the meeting at 8:36 a.m.

**ROUTINE BUSINESS:**


The General Fund Surplus Analysis as of September 30, 2015 was presented as follows: Cash - $8,706,591.74; Cash Change - $1,050.00; Taxes Receivable Current - $4,272,470.99; Taxes Receivable Delinquent - $54,587.91; Total Assets - $13,034,700.64; Deferred Revenue - $4,327,058.90; Fund Balances Assigned - $4,666,111.00; Unassigned - $4,041,530.74; Total Liabilities and Equity - $13,034,700.64; Following Year’s General Fund Budget $16,151,737.00; The unassigned fund balance is 25% of the following year’s General Fund Budget.

Highway Quarterly transfer of funds were presented for the 3rd quarter transfers for expenses incurred by the Lincoln County Highway Department for other departments from July 1, 2015 to September 30, 2015 as follows: Planning and Zoning $45.26, Sheriff $10,468.33, Weeds $923.23, Courthouse Building and Grounds 158.28, Equalization $1,614.19, Emergency Management $535.23. Due to overpayment of second quarter wheel tax, no wheel tax was transferred for 3rd quarter.

**PERSONNEL ACTIONS:**

Discussion was held on the possibility of raising the compensation for both the Planning & Zoning Board Members and the designated Commissioner. Board members are currently paid $50 a meeting and the Commissioner $15. A suggested increase of $25 a meeting was presented, which would bring the Board Members’ compensation to $75 a meeting. Planning & Zoning Director Paul Aslesen was present to offer his approval of the suggested increase, also suggesting the Planning & Zoning Board’s compensation be reviewed every five years.

Motion by Gillespie and seconded by King to raise the compensation of the Planning & Zoning Board members to $75 a meeting plus mileage.

Mr. Aslesen suggested an increase for Commissioners, also. Commissioner Gillespie amended his motion to raise the compensation of the Planning and Zoning Board members to $75 a meeting and to raise the Planning & Zoning Board Commissioner’s compensation to $25 a meeting plus mileage, and to review their compensation every five years. The amended motion was seconded by King. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye.” Motion carried.

HR Generalist Julia Disburg presented a new hire for the Equalization Office for approval.


**NOTICES AND REQUESTS:**


Agenda item c. under “Notices and Requests” was addressed by Auditor Marlene Sweeter. She informed the Commission she would like to move the scheduling of a hearing for the denied abatement for Joseph II & Ann Henkin, parcel #280.42.01.007, to the November 3, 2015 meeting.


**OPPORTUNITY FOR PUBLIC COMMENT:**

Commissioner Gillespie informed the Board of a thank you note he received from the Canton Senior Center, thanking the Commission for the increase in their 2016 budget. He also expressed his intention to bring and read the letter at the next commission meeting.

Commissioner Poppens informed the Commission that he and Commissioner Schmidt recently had the opportunity to discuss the new highway shop with Architecture Incorporated and Highway Superintendent Steve Williams, and he would like to schedule the topic as an agenda item at the November 10 meeting. Poppens listed timing and financing among the topics he wished to address regarding the new shop.

**REGULAR BUSINESS:**
Auditor Marlene Sweeter addressed the Commission with two budget supplements for approval for the Sheriff’s Department, both unanticipated grant funds.

RESOLUTION: WHEREAS the Lincoln County Sheriff’s Department has been awarded a Reinvestment Fund State Grant payment from the State of South Dakota designed to help counties adjust to the anticipated growth of offenders on probation in the amount of $37,200.00. NOW THEREFORE BE IT RESOLVED that pursuant to SDCL 7-21-20.1 a supplement to the budget for the Sheriff’s Office (101-331.3) be approved in the amount of $37,200.00. Motion by Gillespie and seconded by King. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye.” Motion carried.

RESOLUTION: WHEREAS unanticipated grant funds from a Highway Safety Grant in the amount of $4,950.26 have been received NOW THEREFORE BE IT RESOLVED that pursuant to SDCL 7-21-32.1 the Sheriff’s budget is hereby supplemented in the amount of $4,950.26. Motion by Long and seconded by King. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye.” Motion carried.

IT Director Jake Oakland was present to request approval for a Change Order for the Courthouse Remodel Project. The change order was for the addition of a heat detector for the pre-action sprinkler system in the server room. Oakland explained this was necessary to ensure the room was up to code and would pass inspection.

Motion by Long and seconded by King to authorize the Chair to execute on behalf of Lincoln County a Change Order presented by Smart Commercial Construction Co. for the Lincoln County Courthouse Remodel Project changing the contract price reflected on the previous change order of $139,537.16 by $1,106.51 to $140,643.67 for adding a heat detector for the pre-action sprinkler system in server room 049C. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye.” Motion carried.

Auditor Marlene Sweeter asked the Commission for authorization to publish a notice of hearing to supplement the 2016 budget, to be held on December 1, 2015 at 10:00 a.m.

Motion by Gillespie and seconded by Long to authorize and direct the County Auditor to publish “Notice of Hearing” for adoption of supplements to the 2016 Lincoln County Budget. Said Hearing to be held on December 1, 2015 at 10:00 a.m. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye.” Motion carried.

Motion by Long and seconded by King to authorize the County Auditor to transfer budgeted funds of $2,000,000 from the General Fund to the Road and Bridge Fund; $69,265 from the General Fund to the 911 Communications Fund; $26,163 from the General Fund to the Emergency & Disaster Fund; $100,000 from the General Fund to the Solid Waste Fund and $80,000 from the General Fund to the Airport. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye.” Motion carried.

Motion by King and seconded by Gillespie to enter into Executive Session: discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term “employee” does not include any independent contractor. SDCL 1-25-2(1). Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens “Aye.” Motion carried.


Highway Superintendent Steve Williams was present to request approval of a change order from Dirt Specialties that would decrease the original contract price for the 482nd Ave Structure Replacements.

Motion by Gillespie and seconded by Long to authorize the Chair to execute on behalf of Lincoln County a Change Order presented by Dirt Specialties for the 482nd Avenue Structure Replacements changing the contract price prior to this change order of $135,638.60 by $37,916.80 to $97,721.80 for liquidated damages, a decrease quantity for temporary diversion channel and/or pipe and an increase in the contract quantity for Riprap. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens “Aye.” Motion carried.

Williams presented the only bid for icing sand for the 2016 winter season as follows: Concrete Materials: BID FOB Plant site (15%); $25.75 BID FOB Plant Site (33%) $44.15. BID FOB Lincoln County Highway Department Yard in Canton $30.60 (15%); $46.00 (33%); BID FOB Turner County Highway Department Yard in Parker $30.60 (15%); $46.00 (33%). Motion by Long and seconded by King to accept the only bid of Concrete Materials for icing sand BID FOB Plant Site (33%) $44.15; BID FOB Lincoln County Highway Department Yard in Canton $30.60 (15%); $46.00 (33%); BID FOB Turner County Highway Department Yard in Parker $30.60 (15%); $46.00 (33%). Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens “Aye.” Motion carried.

Lastly, Williams requested approval of a Utility Permit for Lincoln County Rural Water System, Inc.

Motion by Gillespie and seconded by King to approve Application for Utility Permit to locate in the right-of-way of Lincoln County Highway No. 135 located in the SW Quarter of Section Twenty-three (23), Township One hundred (100) Range Forty-nine (49), West of the 5th P.M. Lincoln County, South Dakota submitted by Lincoln County Rural Water System, Inc. Long: “Aye” Gillespie: “Aye” King: “Aye” Poppens: “Aye” Motion carried.

Williams informed the Board, upon their request, of change orders that had taken place within his $10,000 authority prior to the meeting.


Auditor’s $117,628.42; FICA $982.10, Medicare $229.69, SDRS $1057.7, Grp Health $1,999.69
Treasurer’s $27,467.72; FICA $1,508.34, Medicare $71.48, SDRS $71.48, Grp Health $1,694.66
States Attorney’s, $55,457.48; FICA $3,153.06, Medicare $737.40, SDRS $857.7, Grp Health $1,999.69
Custodian’s $19,850.57; FICA $1,156.89, Medicare $270.57, SDRS $1,191.04, Grp Health $1,694.66
DOE, $44,725.09; FICA $2,428.98, Medicare $568.06, SDRS $2,683.51, Grp Health $5,287.32
ROD, $13,747.15, FICA $706.19, Medicare $165.16, SDRS $824.83, Grp Health $2,745.36
GIS, $7,900.53, FICA $392.27, Medicare $91.74, SDRS $474.03, Grp Health $1,423.52
IT, $8,165.13; FICA $491.18, Medicare $134.87, SDRS $489.91, Grp Health $338.93.
Sheriff’s $80,518.64; FICA $431.77, Medicare $100.98, SDRS $460.80, Grp .Health, $1,050.69
P & Z, $7,586.80; FICA $452.77, Medicare $105.89, SDRS $455.20, Grp Health $338.93
Highway: $60144.77, FICA $3,133.39, Medicare $774.91, SDRS $3,608.70, Grp Health $7,693.75
4-H: $6,116.93, FICA $305.65, Medicare $71.48, SDRS $367.02, Grp Health $1,321.83
Weeds: $7,668.08, FICA $431.77, Medicare $100.98, SDRS $460.80, Grp .Health, $1,050.69
EM MGMT, $4,837.67; FICA $259.77, Medicare $60.75, SDRS $290.26, Grp Health $711.76
Transfer Station $7,664.26; FICA $452.52, Medicare, $105.83, SDRS $459.86, Grp Health $338.93

GENERAL FUND:   LINCOLN FINANCIAL GROUP       EMPLOYEE LIFE INSURANCE     288.59
                 A & B PURE WATER ONLINE               SERVICE                      82.60
                 KING, DAN                                 MILEAGE/MEALS                257.04
                 CANTON PIZZA RANCH                         JURORS MEALS                149.83
                 JURORS                                    FEE, MILEAGE                2,002.32
                 A TO Z WORLD LANGUAGES INC                INTERPRETER                 460.00
                 DEBOER LAW OFFICE PC                      PUBLIC DEFENDER              1,222.05
                 CENTURY BUSINESS PRODUCTS                COPIER MAINT                491.22
                 TYLER TECHNOLOGIES INC                   TRAINING/MILEAGE             845.85
                 NADA APPRAISAL GUIDES                    OLDER USED CARS              75.00
                 NACCTFO                                   DUES 2015-2016               75.00
                 SANFORD HEALTH PLAN                      RETIREE HEALTH INSURANCE     2,259.55
                 SD STATE TREASURER                       JUROR                         805.00
                 WOLLMAN, THOMAS                           STATE V PATTERSON            34.75
                 LEXISNEXTS                                ONLINE CHARGES               369.80
                 CLINICAL LABORATORY OF THE BLA            EXPERT WITNESS              902.50
                 PRAIRIE REPORTING                        GRAND JURY PROCEEDINGS       93.50
                 IVE MGMT FINANCE OFFIC                    ONLINE ACCESS               72.00
                 TEST POINT MEDICAL                       BLOOD DRAWS                  240.00
                 CITY OF SIOUX FALLS                      BLOOD DRAWS                  175.00
                 FORD, CURTIS                              EXPERT TESTIMONY             4,325.50
                 CITY OF CANTON                            RUBBLE SITE FEES             10.00
                 CENTURYLINK                               COURTHOUSE SENSOR           83.20
                 RURAL ROUTE 1 SERVICES INC                MATS                         179.00
                 ARCHITECTURE INC                         PROFESSIONAL SERVICE         3,162.60
                 ZEE MEDICAL SERVICE                      SUPPLIES-1ST AID KIT         129.85
                 OTIS ELEVATOR                            SERVICE CONTRACT             1,053.93
                 SAFETY BENEFITS INC                      TRAINING                      65.00
                 R & L SUPPLY LTD                          PARTS                        122.84
                 EVERHART LANDSCAPING                     LAWN FERTILIZATION          311.00
                 HOT STEEL CUSTOM FABRICATION, L          REPAIRS TO CLOCK TOWER      20.00
                 JENSEN INS AGENCY                        INSURANCE                    37.00
                 PAUL’S AUTO REPAIR                       VEHICLE MAINT               31.99
                 CLUBHOUSE HOTEL & SUITES PIERR           TRAVEL-CONFERENCE           4,585.00
                 BROWN & SAENGER                          SUPPLIES                     51.28
                 PMB 0112, EXECUTIVE MGMT FINANC          MICROGRAPHIC SUPPLIES/SERV   500.98
                 PETERS, JON                               MILEAGE                      92.82
                 INTERSTATE OFFICE PRODUCTS               CABINETS/SUPPLIES            11,434.96
                 SIOUX FALLS AREA HUMANE SOCIETY          CONTRACT BILLING-SEPT       774.50
                 LIGHT AND SIREN                          PUSH BUMPERS                549.04
                 MINNEHAHA CO TREASURER                   BOARDING FEES/PRISONER CARE  17,873.49
                 CHAULK, DOUG                             PRISONER FOOD-REIMBURSEMENTS 8.39
                 ZUERCHER TECHNOLOGIES LLC               SUPPORT & MAINTENANCE        7,145.31
                 FRANTZEN REPORTING                      TRANSCRIPTS                  110.80
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Lincoln County Board of Commissioners

____________________________
Michael Poppens, Vice-Chairman

Attest: _______________________
Laura Heckmann, Deputy Auditor

Approved ______________________