

THE MINNEHAHA COUNTY COMMISSION CONVENED AT 9:00 AM on May 2, 2023, pursuant to adjournment on April 25, 2023. COMMISSIONERS PRESENT WERE: Bender, Beninga, Bleyenbergh, Karsky, and Kippley. Also present were Kym Christiansen, Commission Recorder, and Eric Bogue, Chief Civil Deputy State's Attorney.

MOTION by Kippley, seconded by Beninga, to approve the agenda. 5 ayes

CONSENT AGENDA

MOTION by Karsky, seconded by Bleyenbergh, to approve the consent agenda. By roll call vote: 5 ayes. The consent agenda includes the following items:

Commission Meeting Minutes for April 25, 2023

Bills to be Paid \$821,829.38

3200 RUSSELL LLC Motels \$600, A&B BUSINESS SOLUT Lease-Rental Agreement \$353.65, A&B BUSINESS SOLUT Maintenance Contracts \$420.68, A-1 PUMPING & EXCAVA Tea-Ellis Range \$340, AARON GEORGE PROPERT Motels \$695, AIRWAY SERVICE INC Automotive/Small Equipment \$238.15, AIRWAY SERVICE INC Gas Oil & Diesel \$55.17, ALPINE REAL ESTATE Welfare Rent \$802.5, AMERICAN FENCE COMPA JDC Maintenance \$1370, AMERICAN SOCIETY Program Activities \$96, ANDERSON, JENNIFER Bd Evaluations (Minnehaha) \$2713.28, ANDERSON, LEAH Business Travel \$258.55, ANGEL, EDWARD P Attorney Fees \$1579.08, ARCADIA PUBLISHING I Store Inventory \$297.88, AUTOMATIC BUILDING C Contract Services \$5345.75, AUTOMATIC BUILDING C Maintenance Contracts \$1304, AVERA MCKENNAN Attorney Fees \$3500, AVERA MCKENNAN Hospitals \$11127.66, AVERA MCKENNAN Professional Services \$464.7, AXIS FORENSIC TOXICO Lab Costs \$742, BARNETT LEWIS FUNERA Burials \$2000, BOB BARKER COMPANY I Inmate Supplies \$1910.45, BOB BARKER COMPANY I Kitchen/Cleaning Supplies \$70.35, BOSMAN, JOSEPH Uniform Allowance \$131.25, BRAUN, MASON Investigators Expenses \$190.74, BRIDGEWOOD I LTD PAR Welfare Rent \$7626.4, BURNS, JASON Investigators Expenses \$125.97, CANFIELD BUSINESS IN Furniture & Office Equipment \$35656.74, CDW GOVERNMENT Data Processing Equipment \$291.28, CENTER FOR FAMILY ME Professional Services \$1494.73, CENTURY BUSINESS PRO Maintenance Contracts \$545.11, CHAGOLLA, ALBERT Interpreters \$50, CHAPEL HILL FUNERAL Burials \$4500, CHEMDRY OF SIOUX FAL Building Repairs & Maintenance \$281, CORRECTIONAL MEDICAL Contract Services \$359740.99, DAKOTA LAW FIRM PROF Child Defense Attorney \$1812.1, DAKOTA POINTE APARTM Welfare Rent \$1338, DAL SIN INC JDC Maintenance \$895.5, DAVISON MOTORCARS LL Automobiles \$31953, DECASTRO LAW OFFICE Attorney Fees \$8892.9, DELL RAPIDS COMMUNIT Transportation \$350, DEMATTEO LAW FIRM Child Defense Attorney \$252.5, DOCUSIGN INC Subscriptions \$2028.68, DRESSLER, MIKE Welfare Rent \$3435, DULUTH Welfare Rent \$1185, DUST TEX SERVICE INC Janitorial Chemical Supplies \$23.16, ELECTRIC SUPPLY CO I Data Processing Supplies \$759.44, FAMILY SERVICE INC Insurance-Other Costs \$140, G & R CONTROLS INC Heat, Vent & AC Repairs \$458, GALLS QUARTERMASTER Safety & Rescue Equipment \$133.25, GALLS QUARTERMASTER Uniform Allowance \$94.81, GIRTON ADAMS Heat, Vent & AC Repairs \$114.22, GOLDEN WEST Telephone \$69.95, GOURLEY, PAUL & KARE Welfare Rent \$1890, GRAINGER Heat, Vent & AC Repairs \$161.21, GUZMAN, SANDRA V Interpreters \$60, HYVEE ACCOUNTS RECEI Pharmacies \$97.18, INNOVATIVE OFFICE SO Furniture & Office Equipment \$70.31, INNOVATIVE OFFICE SO Janitorial Chemical Supplies \$1291.8, INTEK Contract Services \$2031.76, INTERLAKES COMMUNITY Miscellaneous Expense \$2040, INTERSTATE ALL BATTE Automotive/Small Equipment \$190.94, INTERSTATE OFFICE PR Office Supplies \$38.12, JCL SOLUTIONS Inmate Supplies \$1164, JCL SOLUTIONS Kitchen/Cleaning Supplies \$1964.32, JERKE, HEIDI Business Travel \$134, JUSTIN VYN Sign Deposits \$50, KENNEDY, RENEE S Court Reporters \$561.25, KNBE Welfare Rent \$1385, KNECHT, ANDREW J Attorney Fees \$985.2, KOLETZKY LAW OFFICE Attorney Fees \$214, KURITA AMERICA HOLDI Heat, Vent & AC Repairs \$530.17, LILLA, CHRIS Taxable Meal Allowances \$14, LILLA, CHRIS Work Mileage \$58.14, LISA CARLSON REPORTI Court Reporters \$1455, LOCKWOOD & ZAHRBOCK Attorney Fees \$4922.91, LOCKWOOD & ZAHRBOCK Child Defense Attorney \$2710.8, LOPEZ, REBECA Interpreters \$375, LOVING, PHILIP Bd Evaluations (Minnehaha) \$3006.71, MARK KRIENS Taxable Meal Allowances \$46, MCGOVERN, MIKE Business Travel \$82, MEDSTAR PARAMEDIC IN Transportation \$4400, MENARD INC Program Activities \$905.37, MIDAMERICAN ENERGY C Natural Gas \$2631.01, MIDAMERICAN ENERGY C Welfare Utilities \$420, MIDCONTINENT COMMUNI Amounts Held For Others \$140.39, MILLER, KYLE Welfare Rent \$812, MONROE SYSTEMS FOR B Office Supplies \$67.04, NICHOLE CARPER Attorney Fees \$763.5, OLSON LAW FIRM LLC Attorney Fees \$3051.88, OLSON, DAWN Court Reporters \$1629.2, OVERHEAD

DOOR COMPAN Jail Repairs & Maintenance \$239.8, PENNING, LESLIE A Bd Exp Fees (Minnehaha) \$880, PENNINGTON COUNTY Extradition & Evidence \$4722.75, PIEDMONT PLASTICS Program Activities \$2136, PIONEER ENTERPRISES Burials \$4500, PRICE, THOMAS L Attorney Fees \$3360, QUALIFIED PRESORT SE Postage \$154.85, R&L SUPPLY LTD Plumbing & Welding \$3.68, RAMKOTA HOTEL Business Travel \$232, RESOLUTE LAW FIRM IN Attorney Fees \$308.5, RINGING SHIELD, NICHOL Bd Evaluations (Minnehaha) \$715, RISTY, MAXINE J Court Reporters \$1231.8, ROTOROOTER Outside Repair \$225, SAMS CLUB - MEMBERSH Other Supplies \$159.34, SAMS CLUB - MEMBERSH Professional Services \$82.08, SAMS CLUB - MEMBERSH Safe Home Donations \$119.72, SAMS CLUB - MEMBERSH Security Equipment \$269.88, SCHAUNAMAN, KURT Business Travel \$88, SCILAWFORENSICS LTD Professional Services \$3500, SIOUX FALLS CITY Welfare Utilities \$399.84, SIOUX FALLS FORD INC Automotive/Small Equipment \$701.76, SLEEP INN SIOUX FALL Motels \$716.95, SOUTHEASTERN BEHAVIOR Miscellaneous Expense \$49921.25, STATE OF SOUTH DAKOTA Amts Held-Daily Scram \$4121, STATE OF SOUTH DAKOTA Amts Held-Remote Breath \$627, STATE OF SOUTH DAKOTA Education & Training \$700, STATE OF SOUTH DAKOTA Lab Costs \$40, STEWART TITLE COMPAN Professional Services \$75, STREICHERS INC Other Supplies \$377.99, STREICHERS INC Uniform Allowance \$1041.98, STREICHERS INC Volunteer Pers Items \$333.74, SUMMIT FOOD SERVICE Board Of Prisoners-Meals \$106455.76, SUMMIT FOOD SERVICE Child Care Food \$1060.15, SUMMIT FOOD SERVICE Inmate Supplies \$450.17, SUMMIT FOOD SERVICE School Lunch Program \$2393.4, TAFOLLA, MIRANDA RAE Court Reporters \$682.5, TENNAPEL Welfare Rent \$2830, THE LODGE AT DEADWOOD Business Travel \$756, THOMPSON, DAVID J Welfare Rent \$5580, TOMACELLI'S TOO Jury Fees \$148.82, TOWER OF DAVID Welfare Rent \$288, TRANE Heat, Vent & AC Repairs \$333.42, TRANE JDC Maintenance \$173.45, TRI-STATE NURSING Professional Services \$6801.9, TRIANGLE PROPERTIES Welfare Rent \$500, TSCHETTER & ADAMS LA Child Defense Attorney \$596.63, TWO WAY SOLUTIONS IN Communication Equipment Repair \$39.98, TZADIK SIOUX FALLS P Welfare Rent \$3231, UNITED RENTALS INC Grounds & Parking Repair \$1561.44, UNIVERSITY AND INDUS Misc Revenue \$300, US FOODS INC Professional Services \$979.1, VB FALLS PARK LIMITE Welfare Rent \$483, VB FALLS TERRACE Welfare Rent \$957, VITAL RECORDS Records Storage \$4141.01, VOGEL MOTORS LLC Automotive/Small Equipment \$72, VOGEL MOTORS LLC Gas Oil & Diesel \$114, WALTON, MARCUS Attorney Fees \$2071.3, WHITTIER APARTMENTS Welfare Rent \$276, XCEL ENERGY Electricity \$49326.37, XCEL ENERGY INC Welfare Utilities \$3987.29, YANKTON COUNTY Return Of Service \$50.

The following reports were received and placed on file in the Auditor's Office:

Public Advocate Annual Report for 2022

Juvenile Detention Report for February, 2023

Routine Personnel Actions

New Hires

1. Jeffrey Watkins, seasonal Laborer for the Highway Department, at \$17.50/hour effective 5/1/2023.
2. John Duprey, seasonal Park Worker for the Parks Department, at \$17.50/hour effective 5/1/2023.
3. Shawna Goldammer, seasonal Planner/Code Enforcement Officer for the Planning Department, at \$24.00/hour effective 5/10/2023.
4. Alicia Lanoue, Legal Office Assistant for the Public Defender's Office, at \$20.81/hour (10/2) effective 5/1/2023.

Promotions

1. To temporarily promote Cody Schmoyer, Corporal to Sergeant for the Jail, at \$35.84/hour (20/3) effective 4/29/2023.
2. To promote Sara Rohde, Records Technician to Senior Records Technician for the Register of Deeds, at \$22.98/hour (12/2) effective 4/29/2023.
3. To promote Tricia McKee, Senior Records Technician to Administrative Records Specialist for the Register of

Deeds, at \$34.11/hour (14/13) effective 4/29/2023.

Steps Increases

1. Jason McCubbin, Maintenance Project Coordinator for the Highway Department, at \$30.15/hour (16/4) effective 5/13/2023.
2. Jake Henckel, Computer Support Technician for the Information Technology Department, at \$29.41/hour (16/3) effective 4/11/2023.
3. Justin Conlon, Correctional Officer for the Jail, at \$25.37/hour (14/2) effective 4/2/2023.
4. Benjamin Green, Correctional Officer for the Jail, at \$27.31/hour (14/4) effective 4/2/2023.
5. Julie Ladwig, Correctional Officer for the Jail, at \$34.11/hour (14/13) effective 4/2/2023.
6. Ronald Figg, Corporal for the Jail, at \$31.67/hour (17/4) effective 4/2/2023.
7. Kyle Johnson, Corporal for the Jail, at \$31.67/hour (17/4) effective 3/10/2023.
8. Tyler Eaton, Paralegal for the Public Defender's Office, at \$29.41/hour (16/3) effective 4/2/2023.

Special Personnel Action Requests

1. To promote Elise Rasmussen to Deputy State's Attorney in the State's Attorney's Office at \$3,325.60/biweekly (22/2) effective 5/13/2023.

To record significant employee anniversaries for May, 2023: 5 years-Holly Schleuter; 10 years-Vincent Fluckey; 15 years-Jennifer Adix, Angela Boeckholt, Benjamin Devlin; 20 years-Phillip Leidholt, Paavo Rasmussen.

To record volunteers in County Departments for April, 2023. This list is on file at Human Resources.

Abatement Applications Recommended for Approval by Department of Equalization

Parcel 10708, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,710.82
Parcel 10855, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$448.96
Parcel 12058, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,657.39
Parcel 13236, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,080.56
Parcel 13375, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,290.72
Parcel 17332, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,999.21
Parcel 20482, Veteran Exempt PT 10-4-40, 2021 Property Taxes \$188.41
Parcel 20482, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,145.68
Parcel 24533, Assessment Freeze, 2022 Property Taxes, \$907.75
Parcel 29385, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,545.36
Parcel 32187, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.91
Parcel 37187, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$723.28
Parcel 37205, Veteran Exempt PT 10-4-40, 2020 Property Taxes \$2,251.65
Parcel 37205, Veteran Exempt PT 10-4-40, 2021 Property Taxes \$2,223.34
Parcel 37205, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.99
Parcel 37713, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.95
Parcel 38282, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$545.49
Parcel 38385, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,630.38
Parcel 43291, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.95
Parcel 45510, Veteran Exempt PT 10-4-40, 2020 Property Taxes \$2,251.65

Parcel 45510, Veteran Exempt PT 10-4-40, 2021 Property Taxes \$2,223.35
Parcel 45510, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,164.00
Parcel 46682, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.97
Parcel 46911, Assessment Freeze, 2022 Property Taxes, \$1,101.79
Parcel 58110, Veteran Exempt PT 10-4-40, 2020 Property Taxes \$1,976.55
Parcel 58110, Veteran Exempt PT 10-4-40, 2021 Property Taxes \$1,880.92
Parcel 58110, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,846.40
Parcel 59958, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.98
Parcel 61301, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$183.83
Parcel 61812, Washed Clean Addiction & Recovery Ministry, 2022 Property Taxes, \$5,290.94
Parcel 63437, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.97
Parcel 65187, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,268.78
Parcel 69439, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,980.19
Parcel 69549, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$907.14
Parcel 71217, Veteran Exempt Surviving Spouse, 2022 Property Taxes, \$2,163.97
Parcel 73164, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$183.90
Parcel 76098, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,164.00
Parcel 77909, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$907.04
Parcel 79331, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,164.00
Parcel 79909, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$1,057.80
Parcel 80223, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.95
Parcel 82089, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,531.90
Parcel 82136, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,163.96
Parcel 85362, Veteran Exempt Surviving Spouse, 2022 Property Taxes, \$550.75
Parcel 85648, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$2,164.02
Parcel 91611, Veteran Exempt PT 10-4-40, 2022 Property Taxes \$915.87
Parcel 92320, Veteran Exempt PT 10-4-40, 2021 Property Taxes \$2,768.17
Parcel 92607, Goetzinger, Nick J & Sally, 2020 Property Taxes \$2,043.94
Parcel 92607, Goetzinger, Nick J & Sally, 2021 Property Taxes \$1,963.85
Parcel 92607, Goetzinger, Nick J & Sally, 2022 Property Taxes \$1,884.46

Notices and Requests

Notice of Disinterment Permit Issued by South Dakota Department of Health for the Remains of Jerome Nicolay

Items within Policy Guidelines

Declare Office Furniture as Surplus for Disposal for the following departments: Treasurer, State's Attorney, Equalization, Commission, and Auditor.

PLANNING & ZONING NOTICE

Scott Anderson, Planning Director, gave the first reading and requested authorization for the Auditor to publish a Notice of Hearing to consider revisions to the 1990 Revised Zoning Ordinance for Minnehaha County related to the regulation of transmission pipelines. MOTION by Karsky, seconded by Kippley, to authorize the Auditor to publish a Notice of the Public Hearing at or after 9:00 a.m. on May 23, 2023, to consider an amendment to the 1990 Revised Zoning Ordinance for Minnehaha County. 5 ayes.

AGREEMENTS

Upon the request of Steve Groen, Highway Superintendent, MOTION by Kippley, seconded by Beninga, to authorize the Chair to sign the construction administration agreement with Civil Design Inc. for Project MC20-14 Structure 50-272-030 Replacement with an amount not to exceed \$76,302.11. 5 ayes.

Upon the request of Steve Groen, Highway Superintendent, MOTION by Kippley, seconded by Bleyenber, to authorize the Chair to sign the final design agreement with Civil Design Inc. for Project MC20-13 Structure 50-237-120 replacement with an amount not to exceed \$52,640.00. 5 ayes.

Upon the request of Steve Groen, Highway Superintendent, MOTION by Karsky, seconded by Kippley, to authorize the Chair to sign the final design agreement with Civil Design Inc. for design of Project MC23-10 Structure 50-197-100 Rehab with an amount not to exceed \$58,392.45. 5 ayes.

PRESENTATION

Amanda Halsey, Register of Deeds, gave a briefing on the Register of Deeds Office. As the official records office of the county, the office records, maintains, and archives many different land and personal property records along with the issuance of birth, death, and marriage records as well as the issuance of marriage licenses. The Register of Deeds office provides revenue for the county through the collection of transfer fees, recording fees, copy fees, and the issuance of marriage licenses. In 2022, the office recorded over 31,000 documents affecting real estate, sold 1,723 marriage licenses, and issued over 23,000 copies of birth, marriage, and death certificates. Register of Deeds Halsey went on to highlight the fee structure that is used by the office along with how the fees are split. Some of the active projects that are happening are the digitization of recordings from old books, integration of new and more efficient recording software, and e-recording.

POLICY UPDATE

Leah Anderson, Auditor, presented an update to the public use policy. The current policy is vague regarding the specifications of designated areas where political activity can take place. There has been an increase in the political activities on campus and there is a need to have better control over where these activities can take place. There have been times when petition signature collectors are inside the vestibule area, which creates a traffic flow problem. The updated policy would allow public use outside of the Minnehaha County Courthouse and Administration Building with areas being designated where political activity is permitted. Finally, the updated policy addresses the contact that is expected during political activity. MOTION by Karsky, seconded by Kippley, to approve an update to the limited public use policy. 5 ayes.

PRESENTATION

Julie Hofer, Public Advocate, gave a briefing on the Office of Public Advocate and highlighted the following areas: 2022 caseload, cost savings to the County, and technology and court location changes. The presentation also provided a detailed breakdown of the Public Advocate caseload as well as an overview of the workload of the office.

Traci Smith, Public Defender, gave a briefing on the Office of the Public Defender and highlighted the following areas: how Minnehaha County manages Indigent Defense, background of public defense, and the procedure for requesting counsel. The presentation also provided information on the Public Defender Advisory Board. The following goals were accomplished over the past year: continued collaboration with various stakeholders, improving the role of defense counsel in Problem Solving Courts, and the Annex Remodel. Public Defender Smith went on to highlight the strategies and commitments for the office and provided some financial highlights. Finally, the presentation provided some items that are going to work on in the future, including to prioritize non-incarcerable programs that respect the dignity and humanity of our clients, expand efforts to encourage employee well-being, identify & reduce barriers & inequities that result in disproportionate jail stays & case processing delays, and examine current defense mode to ensure it is conducive to the growing needs of Minnehaha County.

OPPORTUNITY FOR PUBLIC COMMENT

Bob Kolbe, Sioux Falls, spoke about the storage of various historical documents.

COMMISSIONER LIAISON REPORTS

Commissioner Kippley reported on a recent meeting on Courthouse Safety and tour with Highway Superintendent Groen regarding various highway projects.

Commissioner Bleyenbergh reported on a recent meeting with Minnehaha County 4-H and meetings regarding juvenile justice.

NON-ACTION COMMISSION DISCUSSION

Steve Groen, Highway Superintendent, reported on the recent annual training that was held for the Highway Department.

Tyler Klatt, Assistant Commission Administrative Officer, reported on the upcoming Minnehaha County Bus Tour on May 9, 2023.

MOTION by Karsky, seconded by Bleyenbergh, to recess from 10:17 a.m. to 10:25 a.m. 5 ayes

MOTION by Beninga, seconded by Bleyenbergh, to enter into Executive Session pursuant to SDCL 1-25-2 (1), (3), and (4). 5 ayes.

MOTION by Beninga, seconded by Karsky, to adjourn. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday, May 16th, 2023.

APPROVED BY THE COMMISSION:

Jean Bender
Chair

ATTEST:

Kym Christiansen
Commission Recorder