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THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M., July 12, 2005, pursuant to adjournment on July 5, 2005. Commissioners present were: Twedt, Hajek, Kolbe, and Zweep. Commissioner Pekas was absent. Also present were Sandy Kinder, Deputy Auditor, and Dave Nelson, State's Attorney.

Chairman Twedt called the meeting to order.

Commissioner Zweep left the meeting.

MINUTES

MOTION by Hajek, seconded by Kolbe to approve the Minutes for July 5, 2005. 3 ayes.

VOUCHERS TO BE PAID

MOTION by Kolbe, seconded by Hajek to approve the following bills for payment. 3 ayes.

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|----------------------|------------|-----------|----------------------|------------|-----------|
| A & B Business Equip | Var. Depts | 805.28 | Ad-Venture | Museum Sto | 135.00 |
| Ahrendt, Cynthia J | Court Sys. | 1,155.80 | Alliance Communicati | Metro-911 | 208.38 |
| Argus Leader | Var. Depts | 1,279.87 | Atherton, David | Metro-911 | 182.84 |
| Automatic Building C | Facilities | 509.00 | Avera McKennan Campu | Human Svcs | 196.88 |
| Avera McKennan Hospi | Correction | 4,497.41 | Avera Medical Record | Pub. D. | 74.35 |
| Backhaus Constructio | Emer Mgmt | 2,040.82 | Berreau, Cynthia | Court Sys. | 546.00 |
| Brandon Valley Schoo | Emer Mgmt | 10,500.00 | Brown & Saenger | Var. Depts | 293.25 |
| Campbell Supply Co., | Facilities | 254.68 | Carper, Nichole A | Court Sys. | 88.00 |
| Cellular One-Store | Sheriff | 203.99 | Centerpoint Energy S | Hiway Admi | 215.43 |
| Certified Folder Dis | Museum | 364.80 | Chemco, Inc. | Facilities | 1,772.31 |
| City of Colton | Human Svcs | 42.35 | Clayton, Thomas W | Court Sys. | 263.00 |
| Cliff Avenue Auto Pa | Hiway Cons | 59.93 | Cole Papers, Inc. | Hiway Cons | 84.00 |
| Concrete Materials | Hiway Cons | 44,764.33 | Cooley, Carla F | Court Sys. | 29.60 |
| Culligan Water Condi | Human Svcs | 70.70 | Dacotah Bank | Pub. D. | 262.00 |
| Dade Behring, Inc. | Correction | 1,783.72 | Dakota Lettering Etc | Var. Depts | 1,049.12 |
| Dakota Splash | Hiway Admi | 41.60 | Dakotabilities | Mental Hlt | 7,738.00 |
| Dell Rapids Ford, In | Var. Depts | 36.05 | Dialnet/Ahrens Telec | Var. Depts | 101.72 |
| Diamond Mowers, Inc. | Hiway Cons | 225.49 | Director of Equaliza | Dir. Eq. | 11.48 |
| Donahue, David J | Human Svcs | 350.00 | E.F. Johnson Company | Emer Mgmt | 81.99 |
| Eirinberg, James A | Court Sys. | 530.10 | Evans, Preston | Sheriff | 64.00 |
| Evercom Systems, Inc | Correction | 7,000.00 | Exide Technologies | Hiway Cons | 157.60 |
| Express Copy & Print | Cnty Exten | 67.56 | Farm & Ranch Living | Cnty Exten | 10.00 |
| Fountain Ridge Inves | Human Svcs | 450.00 | Fremont Industries, | Facilities | 81.59 |
| Frontier | Metro-911 | 178.39 | Galland Legal Clinic | Court Sys. | 1,159.20 |
| George Boom Funeral | Human Svcs | 2,235.00 | Goebel Printing, Inc | Pub. D. | 147.40 |
| Golden West | Var. Depts | 388.97 | Graham Tire Co. - Do | Var. Depts | 477.51 |
| Graham Tire Co. - No | Hiway Cons | 2,490.42 | Graybar Electric Com | Facilities | 186.81 |
| Great Plains Int'l T | Hiway Cons | 1,891.95 | Guarantee Roofing of | Hiway Cons | 110.00 |
| Guenther Apartments | Human Svcs | 350.00 | Gustave A. Larson Co | Facilities | 121.25 |
| Guzman, Sandra V. | Var. Depts | 250.00 | Hall, Vien | Human Svcs | 450.00 |
| Harold's Photo Cente | Pub. D. | 9.58 | HDR Engineering, Inc | Hiway Cons | 2,642.61 |
| Heartland Paper Comp | Var. Depts | 476.81 | Hoskins, William J | Mus Grant | 157.76 |
| Howie's Car Service | Hiway Cons | 124.75 | Hunter's Lawn & Land | Human Svcs | 75.00 |
| Hurtgen, Timothy T. | Human Svcs | 450.00 | Hy-Vee Pharmacy | Human Svcs | 478.91 |
| Interstate Collision | Sheriff | 130.00 | Interstate Office Pr | Var. Depts | 534.47 |
| Investors Management | Human Svcs | 700.00 | J.C. Penney Company, | Juv Det Cn | 54.98 |
| Janssen, Karen | Human Svcs | 350.00 | Jebro, Inc. | Hiway Cons | 1,066.05 |
| John Morrell Benefit | Human Svcs | 2,722.71 | Johnson, Heidepriem, | Comm. | 3,900.00 |
| Johnstone Supply | Facilities | 281.45 | Kloxin, Frank | Human Svcs | 525.00 |
| Kmart | Museum | 19.98 | Kone, Inc. | Var. Depts | 2,800.02 |
| Landborg, Richard J. | Human Svcs | 900.00 | LCM Pathologists, P. | Coroner | 10,984.12 |
| Lewis Drug Stores | Var. Depts | 141.47 | LexisNexis Matthew B | Pub. D. | 181.30 |

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| Lyle Signs, Inc. | Hiway Cons | 715.38 | Macdoctors | Pub. D. | 683.40 |
| Mailway Printers | Museum | 1,170.00 | Maxwell Food Equipme | Juv Det Cn | 32.74 |
| McLaughlin & Schulz, | Hiway Cons | 180,606.05 | McLeod's Print & Off | Reg Deeds | 514.00 |
| McTague, Tim | Human Svcs | 450.00 | Medical X-Ray Center | Human Svcs | 327.71 |
| Menards - East | County Par | 13.74 | Menards - West | Facilities | 13.48 |
| Midamerican Energy C | Var. Depts | 2,104.97 | Midwest Alarm Compan | Facilities | 434.40 |
| Midwest Oil Company | Hiway Cons | 279.75 | Milstead, Michael W | Sheriff | 139.00 |
| Minnehaha Cnty | Human Svcs | 137.00 | Minnehaha Cnty Priso | Correction | 135.52 |
| Minnehaha Cnty Sheri | Hiway Cons | 900.93 | Murray Construction | Human Svcs | 323.00 |
| Myrl & Roy's Paving, | Hiway Cons | 18,363.60 | New World Systems | Metro-911 | 8,360.00 |
| Norberg Paints, Inc. | Juv Det Cn | 223.85 | Northern Truck Equip | Hiway Cons | 2,097.97 |
| Novak Sanitary Servi | Var. Depts | 275.50 | Oballa, Ojulu A | Court Sys. | 50.00 |
| Officemax Credit Pla | Plan & Zon | 13.98 | Omicare of South Da | Juv Det Cn | 57.46 |
| Palmer, Alex | Correction | 18.55 | Pearson-Radli & Asso | Correction | 760.00 |
| Peters Distributing, | Emer Mgmt | 13,500.00 | Peters, Scott N, P.C | Mental Ill | 3,216.54 |
| Phillips 66 Company | Correction | 79.73 | Physicians Laborator | Human Svcs | 118.75 |
| Pomp's Tire Service, | Hiway Cons | 241.01 | Pontiac Cadillac of | Sheriff | 186.06 |
| Portable Computer Sy | Metro-911 | 397.00 | Prairie Publications | Comm. | 595.95 |
| Quest Engineering, I | Hiway Cons | 499.26 | Qwest | Sheriff | 46.54 |
| Rabuck, Steve/Nichol | Court Sys. | 1,314.40 | Record Keepers, Inc. | Var. Depts | 3,540.21 |
| Refinish Supply Cent | Hiway Cons | 146.99 | Rinehart, Norman R | Human Svcs | 575.00 |
| River Tower Apartmen | Human Svcs | 123.00 | RJ Rental Properties | Human Svcs | 450.00 |
| Robson True Value | Emer Mgmt | 60.85 | Roemen's Auto Supply | Hiway Cons | 502.01 |
| Rohn Airport Adverti | Museum | 225.00 | Ron's Sta-Sharp | Hiway Cons | 100.50 |
| Safelite Glass Corp. | Sheriff | 221.28 | Schaffer Law Office | Misc. | 25.00 |
| SD Dept of Human Ser | Pub. D. | 20.80 | SD Dept of Transport | Hiway Cons | 43,767.83 |
| SD State Treasurer | Sales Tax | 831.04 | Servall Towel & Line | Var. Depts | 59.21 |
| Sioux Empire Fair As | Recreation | 6,981.17 | Sioux Falls Ford, In | Sheriff | 3,566.25 |
| Sioux Falls Humane S | Animal Con | 2,833.89 | Sioux Falls School D | Emer Mgmt | 17.40 |
| Sioux Falls Two Way | Var. Depts | 150.00 | Sioux Valley Energy | Hiway Admi | 110.39 |
| Srstka, Cynthia L | Court Sys. | 4,897.43 | Strunk, Lisa | Court Sys. | 433.20 |
| Sturdevant's Auto Pa | Hiway Cons | 54.44 | Syndal, Eric | Human Svcs | 150.00 |
| T & G Rentals, LLC | Fema Fund | 250.00 | Tetra Tech MTI/Maxim | Build Fund | 1,177.50 |
| Theophilus Law Offic | Court Sys. | 1,091.00 | Thorin, Deyanira T. | Var. Depts | 62.50 |
| Tiger Corporation | Human Res. | 10.00 | TR Designs & Indoor | Museum | 305.00 |
| Union Telephone Comp | Metro-911 | 321.91 | United Parcel Servic | Correction | 26.42 |
| Unlimited Enterprise | Plan & Zon | 117.87 | Valley Rental Servic | Human Svcs | 499.00 |
| Valley Springs Body | Sheriff | 50.00 | Vantek Communication | Metro-911 | 204.00 |
| Variety Foods, Inc. | Correction | 340.28 | Velvet Uniforms, Inc | Correction | 218.45 |
| Verizon Wireless, Be | Emer Mgmt | 23.64 | Vision Care Associat | Human Svcs | 164.26 |
| Wal-mart Pharmacy | Human Svcs | 304.89 | Wall Lake Sanitary D | Hiway Admi | 35.00 |
| Watkins, Jeff | Correction | 28.00 | Weelborg Bros., Inc. | Hiway Cons | 1,200.00 |
| West Group | Pub. Adv. | 783.00 | Xcel Energy, Inc. | Var. Depts | 1,851.82 |
| Zep Manufacturing Co | Hiway Cons | 77.71 | | | |

REPORT

The following report was received and placed on file in the County Auditor's Office: Regional Juvenile Detention Center Monthly Statistical Report for June, 2005.

Commissioner Zweep returned to the meeting.

PERSONNEL

MOTION by Zweep, seconded by Kolbe to approve the following personnel changes. 4 ayes.

1. To accept the resignation of Renita Walters as Programmer Analyst II for Information Services effective 6-30-05.

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2. To accept the resignation of Carmen Means as Deputy Public Advocate III for the Public Advocate's Office effective 7-8-05.
3. To reassign Allen Penning as Medical Technician (10/13) for the Sheriff's Office at \$19.691 per hour effective 7-5-05.
4. To layoff Shannon Moran as Records Specialist for the Register of Deeds effective 7-7-05.
5. To hire Bonnie Wenzloff as Property Specialist (4/3) for the Director of Equalization at \$10.663 per hour effective 7-12-05.
6. To place Walter Richardson, Correctional Officer I for the Sheriff's Office, on Family and Medical Leave, effective 5-28-05.

Step increases due:

1. Scott Carlson - Deputy Public Defender III - Public Defender - 21/6 to 21/7 - 7-13-05 - \$2,270.64 biweekly
2. Charles Capon - Correctional Officer I - Sheriff - 9/1 to 9/2 - 6-12-05 - \$14.652/hr
3. Marc Wynia - Deputy Sheriff - Sheriff - 12/2 to 12/3 - 7-5-05 - \$17.984/hr
4. Trini Gonzalez - Deputy Sheriff - Sheriff - 12/7 to 12/9 - 7-8-05 - \$20.253/hr
5. Jessica Poss - PT Correctional Systems Operator - 7/2 to 7/3 - 4-21-05 - \$13.408/hr

NOTICE

MOTION by Zweep, seconded by Hajek to authorize the Auditor to publish Notice of Hearing for Application to Transfer Retail On-Sale Liquor License from Lee & Kathy McQuade/Prairieview Steakhouse to Matthew & Trisha Ryken/Prairieview Steak House & Lounge, Inc. on August 2, 2005. 4 ayes.

PROPOSAL

Bill Hoskins, Museum Director, presented a proposal for services with Associated Consulting Engineering, Inc. to prepare bid documents for the Old Courthouse Museum Facade Lighting Project. The proposal would allow for the design of the lighting for the south and east faces of the structure, as well as all four sides of the clock tower for a fee of \$1,800. Jeff Hazard, Siouxland Heritage Museums board member will be involved in the design phase. Commissioner Zweep detailed the history of the project and fundraising efforts. Commissioner Hajek thanked the contributors for their donations and noted that this would further enhance the downtown area. Project completion is estimated for the end of September. MOTION by Zweep, seconded by Kolbe to authorize the Chairman to sign the Electrical Project Fee Proposal with Associated Consulting Engineering, Inc. 4 ayes.

AGREEMENTS

Ken McFarland, Administrative Assistant, reported that the City of Brandon has requested that the

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County provide assistance for mosquito control abatement in the Brandon parks. The City of Brandon currently has a plan in place for larvicide control, but does not have spraying equipment to spray for adult mosquitos. The proposed agreement provides for three sprays in each of the three city parks for \$100 per spray per park to a maximum contract amount of \$900. Mr. McFarland noted that the Weed Supervisor has reviewed the agreement and noted that the fee was adequate. He recommended approval of the agreement. MOTION by Kolbe, seconded by Zweep to authorize the Chairman to sign the Agreement for Mosquito Control between the City of Brandon and Minnehaha County. 4 ayes.

Lynn DeYoung, Emergency Management Director, reported that the County has been awarded an additional \$15,000 as part of the FY 2003 reallocation of unused Office of Domestic Preparedness Equipment Grant funds. The funds will be used to install security cameras at Baltic High School and complete a security system at the Dell Rapids High School. No funding match is required. MOTION by Hajek, seconded by Zweep to authorize the Chairman to sign the State of South Dakota Grant Reimbursement Agreement for U.S. Department of Justice FY 2003 Grant Reallocation (Second Priority Project Requests) between Minnehaha County and the SD Department of Public Safety. 4 ayes.

SUPPLEMENT

At the request of David Atherton, Metro Communications Director, MOTION by Hajek, seconded by Zweep to rescind an action taken on July 5, 2005, to supplement \$1,033.53 from the E-911 Fund to the Metro Communications Citizen's Academy budget (ASN 18480). 4 ayes. MOTION by Hajek, seconded by Zweep to supplement \$2,300 from the E-911 Fund to the Citizen's Academy budget representing donations made to support the Citizen's Academy Program. 4 ayes.

CHANGE ORDER

David Atherton, Metro Communications Director, requested approval of Change Order 4 to the general contract with New World Systems. The request would allow for the exchange of a custom interface to a Pawn Shop custom interface for the CAD system. The cost for the Pawn Shop interface would be \$15,000 plus travel/living expenses for the provider. To date, \$6,000 had been paid towards the custom interface and will be applied to the change. MOTION by Zweep, seconded by Hajek to authorize the Chairman to sign Change Order 4 to the general contract with New World Systems. 5 ayes.

AWARD

Sheriff Mike Milstead reported that the Sheriff's department has been awarded \$30,000 from the State from forfeited funds and/or assets from state drug arrests and convictions. He requested that the Commission accept the award and allow for the funds to be used to purchase a canine vehicle and dog cage. MOTION by Hajek, seconded by Zweep to accept the funding and proceed with the requested purchase. 4 ayes.

BUDGET

Sue Roust, Auditor, presented an update on the current status of the provisional budget for 2006. Cash Applied in the General Fund is at \$3.352 million. She recommended that this number be no more than \$3.175 million. Currently, there is a \$177,000 shortfall to reach this amount. The Delayed Hiring Plan will generate some savings to cover a portion of the shortfall. Significant increases in the 2006 budget include a 3% COLA for employees, 2.5 new positions added during 2005, health insurance increase, elections, jail medical aids, and natural changes in payroll costs. Ms. Roust did have concerns with the Mental Illness budget which was left at the 2005 level as a result of changes in procedures suggested by

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Scott Peters, Board of Mental Illness Chair. She recommended that the Commission follow through on the changes to ensure a cost savings in this area. The largest increase is in the E911 budget. David Atherton, Metro Communications Director, presented suggested reductions in maintenance fees and Phase II wireless to the Metro Council. The Metro Council agreed with the recommendation to cut \$77,665 for Phase II wireless, but recommended retaining the CAD maintenance contract increases. The increases will raise the county share of the E911 budget to \$567,650, a 33% increase. The current Joint Powers Agreement splits the operational costs for Metro Communications at a 50/50 level. It was suggested that this split be reviewed. Chairman Twedt asked for a 5 year budget history for Metro Communications. She also commended the department heads for their efforts in cutting costs for the 2006 budget. Commissioner Zweep suggested that elections expenses be budgeted over a 2 year period if allowable and also noted that other counties in the state have much higher tax levies. Commissioners directed Ken McFarland, Administrative Assistant, to contact the Mayor's office regarding the E911 budget. The provisional budget must be adopted by July 26th.

HEARING

Toby Brown, SECOG Senior Planner, was present for the scheduled Public Progress Hearing to discuss the Southeast Technical Institute Project. Mr. Brown reviewed the grant funding package for the project and reported that \$206,000 remains available to complete the project. Jeff Holcomb, STI Director, gave an update on the construction phase of the project and thanked the County for its support. The new addition will house the healthcare programs. Chairman Twedt congratulated Mr. Holcomb on his new position, and thanked Mr. Brown. No one else spoke at the hearing.

PROPOSAL

Ken McFarland, Administrative Assistant, briefed the Commission on a proposal submitted by the coffee shop vendor, Dan Brower, and his supervisor, Jeff Kisecker of the South Dakota Department of Human Services, Division of Service to the Blind and Visually Impaired, Business Enterprise Program. The vendor is asking to convert the coffee shop in the County Administration Building to a vending machine only operation, and to move the manned operation to a kiosk site at the Courthouse. Mr. McFarland reported that the kiosk request has been discussed with the Court Administrator. It was determined that one location could possibly accommodate a kiosk, but several other issues would be raised if placed there. Mr. Brower indicates that regardless of the decision on the kiosk, he intends to convert to a vending machine only operation at the current site. Mr. Kisecker spoke on the trends of small coffee shops located in business converting to vending machine only service to be more profitable. Commissioners asked about the profitability of the previous vendor. Mr. Kisecker stated that the operation did not excel and the BEP provided aid to the previous vendor. He also stated that the customer base was not high enough to warrant a manned service in the building. Chairman Twedt commented on prior discussions on the coffee shop and how the reduction in hours has been a hardship. She also expressed her opposition to the use of microwaves and coffee makers in individual offices which has an impact on business at the coffee shop. She cited the issues that have been discussed regarding the quality of food being offered and felt that vending machines would not solve the profitability issues. Mr. Kisecker stated that the current vendor did offer fresh pastries, but was disposing of left over product too often. This was scaled back to no avail. He also commented on other products sold and stated that they selected products offering the best business choice for them. Mr. Brower noted that he is serving what he can due to the limited kitchen and counter space and health permit restrictions. Mr. McFarland discussed the operation of another coffee shop at a nearby location that was offering a hot fresh meal daily and had a good customer base. Commissioner Hajek did not feel a need to move the food service to the Courthouse citing the cost and the potential for food spillage. Dave Nelson, State's Attorney, commented on the terms of the existing contract and stated that at this point, the Commission would need to accept or decline the proposal, and if

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declined, would need to decide if they would terminate the agreement. MOTION by Hajek, seconded by Kolbe to decline the proposal. 4 ayes.

OLD BUSINESS

Chairman Twedt wished a Happy Birthday to Argus Leader Reporter Denise Tucker and thanked the Argus Leader for a recent editorial on the decision to opt-out.

NEW BUSINESS

Ken McFarland, Administrative Assistant, announced that a message was distributed reminding department heads that this is the time to present legislative resolutions for SDACC consideration.

MOTION by Kolbe, seconded by Zweep to adjourn into Executive Session. 4 ayes. Following Executive Session the Commission adjourned until 9:00 a.m. on Tuesday, July 19, 2005.

APPROVED BY THE COMMISSION:

John Pekas, Vice-Chairman

ATTEST:

Sandy Kinder, Deputy Auditor