

HUTCHINSON COUNTY COMMISSIONERS
Special Commission Meeting
140 EUCLID ST
OLIVET SD 57052

Chairman Larry Mehlhaff
Vice-Chairman Brad Henke

Commissioner Jerome Hoff
Commissioner Leon Edlund
Commissioner Steve Friesen

MINUTES OF THE HUTCHINSON COUNTY COMMISSION

December 28, 2017

Call to order: Pledge of Allegiance

Members Present: Chairman Mehlhaff and Commissioners Hoff, Henke, and Friesen. Edlund was present at 9:13 am.

Adopt of Agenda: Motion was made by Friesen, and seconded by Hoff to adopt the agenda as presented. **Motion carried.**

Approval of minutes: Motion was made by Hoff, and seconded by Henke to approve the minutes of the December 19, 2017 meeting. **Motion carried.**

Claims: Motion was made by Hoff, and seconded by Friesen to approve the claims as presented: **Motion carried.** B & H Publishing \$40.00; B-Y Water District \$134.25; Bertsch Law Office \$495.47; Braley Law Office \$506.40; Century Business Products \$59.97; Cummins Central Power, LLC \$185.13; Dakota Fluid Power \$2266.29; Edlund, Leon \$399.00; Federal Signal Corporation \$27104.00; FedEx \$24.14; Freeman Regional Health Services \$4732.75; Friesen, Steven \$436.80; Gall, Deanna \$52.75; Horn Law Office \$1786.20; Henke, Brad \$352.80; Hoff, Jerome \$113.40; Hoffman, David \$364.40; Hutchinson County Treasurer \$21.20; JV's Tripp \$9.51; Lawson Products, INC \$453.42; Lincoln County \$119.50; Matheson Tri Gas, INC \$245.47; MCI Mega Preferred \$36.89; McLaury Engineering, INC \$530.50; Mehlhaff, Larry \$189.00; Microfilm Imaging Systems \$4769.74; Mid-American Research \$15.64; Murtha, Diane \$74.58; Northwestern Energy \$1655.45; Parkston Advance \$175.00; Parkston Lumber \$663.65; Quill Corporation \$379.27; Santel Communications \$222.28; SDAAO \$225.00; SDML Workers Compensation Fund \$30176.00; Secretary of State \$30.00; Second Century Publishing, INC \$264.00; Stern Oil, CO \$13242.21.

9:15 AM 2017 Employee Raise Motion was made by Friesen, and seconded by Edlund to approve the 3% employee raise for 2018. The Sheriff, Highway Superintendent, Auditor, Treasurer, Register of Deeds and Director of Equalization will also receive a 3% raise plus whatever cents it takes to equal a dollar. **Motion carried.**

Group Health Insurance: Regular full-time employees are eligible to participate in the Hutchinson County Wellmark Blue Cross Blue Shield ACA Plan. Each county employee participating in the Wellmark Blue Cross Blue Shield ACA Plan will pay \$90 per month for full time employee coverage. Hutchinson County will pay for the remaining premium balance for each employee. Employees who work more than 20 or more hours per week as part-time employees are also eligible to participate in the County's hospitalization plan. Dependent coverage premium costs will be paid by the employee. Employees may apply for insurance as early as the first working day of employment. However, insurance does not become effective for eligible employees until the first of the month following 30 days of eligibility. Motion was made by Henke, and seconded by Hoff to approve this amendment to the group health insurance. **Motion carried.**

Highway Report: SD DOT Right of Way Forms for Project BRF (02), Hutchinson County, PCN 04VJ: Motion was made by Friesen, and seconded by Hoff to Authorize Chairman Mehlhaff to sign the required documents for the project. **Motion carried.**

Surplus tax deed property in Menno: Motion was made by Hoff, and seconded by Friesen to surplus county tax deed property Parcel No. 250.20.03.005, Lot 5 in Block 3 of F.A. Mettler’s First Addition to the city of Menno, Hutchinson County, South Dakota. **Motion carried.**

Quit Claim Deed Hutchinson County to Christopher and Yvonne Gall: Motion was made by Henke, and seconded by Friesen to authorize Chairman Mehlhaff to sign the quit claim deed for the tax property that was sold at public auction on December 19, 2017 to Gall’s. The property is Parcel 270.18.02. E03, The South 77.5 Feet of the East 1/1 of Lot 3 and all of Lot 4B, all being in Block 2 of Charles P. Hirsch Addition, to the City of Tripp, Hutchinson County, South Dakota. **Motion carried.**

Close out Courthouse Building fund: Motion was made by Hoff, and seconded by Henke to unassigned funds in the amount of \$1,611,842.21 Fund #233 Courthouse Building Fund and assign them to 101-276.02 Assigned for Capital Projects in the General Fund. **Motion carried.**

E&D’s: Motion was made by Edlund, and seconded by Hoff to authorize Chairman Mehlhaff to sign the first quarter SLA Activity Report. **Motion carried.**

Motion was made by Friesen second Edlund to sign the Emergency Manager’s personal action form for his 2018 salary. **Motion carried.**

Memorandum of Understanding between SDSU & Hutchinson County: Motion was made by Friesen, and seconded by Hoff to authorize Chairman Mehlhaff to sign the memorandum. This is concerning Deanna Gall’s salary as Hutchinson County’s 4-H Advisor. **Motion carried.**

Contingency Transfers: Motion was made by Friesen, and seconded by Edlund that the Hutchinson County Commission hereby resolves to transfer from the General Fund Contingency 101-112-499 to cover the following budget. Roll call vote: Friesen –yes, Henke –yes, Edlund - yes, Hoff - yes, and Mehlhaff – yes. **Motion carried.**

RESOLUTION

Whereas, SDCL 7-21-32.2 provides that the Board of County Commissioners may adopt a transfer appropriation from the contingency budget to other appropriations which are insufficient, the following contingency transfer shall be approved and adopted by the Board of County Commissioners of Hutchinson County, South Dakota, this 28th day of December, 2017:

Contingency Transfer:

| | | |
|--------------|---|------------|
| Expenditure: | General Fund – Commissioners – Other Expense | \$4073.05 |
| | General Fund – States Attorney – Salary | \$963.34 |
| | General Fund – Courthouse Maintenance - Expense | \$53101.45 |
| | General Fund – County Nurse - Salary | \$313.52 |
| | General Fund – Mental Illness Board – Expenses | \$1497.72 |
| | General Fund – Culture- Expense | \$4500.00 |
| | General Fund – Planning & Zoning – Salary | \$5912.21 |
| | General Fund – Planning & Zoning – FICA | \$420.33 |
| | General Fund – Planning & Zoning – Retirement | \$766.07 |

| | |
|---|------------|
| General Fund – Planning & Zoning – Group Insurance | \$2462.79 |
| General Fund – Planning & Zoning – Professional Service | \$934.14 |
| Domestic Abuse Fund – Domestic Abuse- Expense | \$500.00 |
| E & D’s – Emergency/Disaster Service’s- Expenses | \$27540.53 |

Motion was made by Friesen, and seconded by Edlund to reduce Account 201-274.05 Restricted for snow removal in the Road and Bridge Fund by a \$42,295.90 expense. The Highway Department purchased snow blades for two trucks. **Motion carried.**

Surplus Cash: In order to maintain the general fund unassigned fund balance at 40% or below the following motions were made:

Motion was made by Hoff, and seconded by Edlund to transfer cash of \$400,000 to the Road and Bridge Fund. **Motion carried.**

Motion was made by Hoff, and seconded by Friesen to assign \$400,000 to the Assigned for Capital Projects account in the General Fund. **Motion carried.**

Other Items: Conflict of Interest Statement: All 5 Commissioners completed the statement for 2017.

Adjournment: Motion was made by Henke, and seconded by Friesen to adjourn at 10:15 am, and to meet next on January 2, 2018 at 9:00 am. **Motion carried.**

/s/Diane Murtha, Auditor

/s/Larry Mehlhaff, Chairman

Please publish once at a cost of \$