

12/13/2016

THE MINNEHAHA COUNTY COMMISSION CONVENEED AT 9:00 A.M. December 13, 2016, pursuant to adjournment on December 6, 2016. Commissioners present were: Barth, Bender, Beninga, Heiberger, and Kelly. Also present were Olivia Larson, Commission Recorder, and Kersten Kappmeyer, Chief Civil Deputy State's Attorney.

MOTION by Barth, seconded by Bender, to approve the agenda. MOTION by Kelly to defer item 19 to the December 20, 2016, Commission Meeting. 5 ayes.

#### MINUTES APPROVAL

MOTION by Beninga, seconded by Barth, to approve the December 6, 2016, Commission Minutes. 5 ayes.

#### VOUCHERS TO BE PAID

MOTION by Barth, seconded by Beninga, to approve the following bills totaling \$3,227,422.14. 5 ayes.

A & B Business Equip	Lease-Rental	430.56	A & B Business Equip	Maintenance C	91.77
A & B Business Equip	Office Equipm	74.07	A & B Business Equip	Other Miscell	36.95
Airgas Inc	Gas,Oil,Diese	57.99	Airgas Inc	Small Tools	41.26
Airway Service Inc	Automotive/Sm	888.68	Airway Service Inc	Gas,Oil,Diese	143.05
Airway Service Inc	HIDTA Grant	2,844.29	Alpine Property Mgmt	Welfare Rent	500.00
Amazon/Syncb	Inmate Suppli	12.78	Amazon/Syncb	Office Suppli	221.68
Amazon/Syncb	Other Supplie	351.73	Amazon/Syncb	Telephone	97.71
American Ink LLC	Small Tools	389.03	Amundson, Ken	Sign Deposits	50.00
Anderson Publication	Publishing El	799.04	Anderson Publication	Publishing Fe	1,483.41
Argus Leader Adver	Publishing El	6,605.56	Argus Leader Adver	Publishing Fe	5,421.88
Armor Correctional H	Contract Ser	207,319.68	Avera McKennan Hospi	Clinics Aux	55.21
Avera McKennan Hospi	Hospitals	11,204.09	Axis Forensic Toxico	Lab Costs	250.00
Axtell Investors LLC	Welfare Rent	600.00	Baloun, Beth	Child Defense	901.60
Batteries Plus/Onesk	Other Supplie	5.00	Benco Products Inc	Truck Repair	314.40
Berry Dunn Mcneil	Consultants	2,708.00	Boadwine, Esther & W	Right Of Way	40.00
Bob's Lock & Key/Haw	Other Supplie	32.65	Boyer Trucks Sioux F	Truck Repair	251.39
Bristol Court Ltd Pt	Welfare Rent	600.00	Brown & Saenger	Office Suppli	103.80
Brown & Saenger	Printing/Form	2,000.00	Burggraff, Charles	Right Of Way	500.00
Butler Machinery Com	Truck Repair	86.62	Cartridge World	Data Processi	1,255.62
CBM Managed Services	Board Of Pris	24,620.76	Cegelske, Zac	Extradition	90.00
Center For Family Me	Other Profess	1,125.00	Century Business Pro	Maintenance C	157.08
Certified Languages	Interpreters	26.10	Choi, Kon	Welfare Rent	500.00
Christopherson, Ande	Attorney Fees	7,268.93	Christopherson, Ande	Child Defense	9,124.86
Clites Consulting In	Hospital Prep	2,284.47	Construction Product	Bridge Repair	150.50
Costello Companies	Program Activ	300.00	Country Meadows Apts	Welfare Rent	385.00
Crittenden, John	Uniform Allow	103.00	CSB Inc	Jury Fees	160.60
Culligan Water Condi	Data Processi	35.00	Dakota Data Shred	Office Suppli	23.35
Dakota Data Shred	Trash Removal	82.83	Dakota Lettering Etc	Uniform Allow	1,084.50
Deans Bulk Svc Inc	Gas,Oil,Diese	203.70	Dedula, Carla F	Court Reporte	221.00
Dex Media East	Advertising	604.50	Dressen, Leonard	Right Of Way	150.00
Dust Tex Service Inc	Janitorial/Ch	22.56	Dynamic Services LLC	Welfare Rent	600.00
Eberle, Marcia	Welfare Rent	800.00	EH Hospitality LLC	Motels	240.00
Engels Law Office PC	Attorney Fees	4,845.60	Etterman Enterprises	Small Tools	156.51
Evans, Preston	Investigators	365.40	Falls Community Heal	Clinics Aux	212.99
Family Service Inc	Expenditures	195.00	Fastenal Company	Small Tools	512.43
Fitts, Rod DbA Rod	Welfare Rent	500.00	Fleetpride Holt, I	Truck Repair	65.36
Fods, Randy	Uniform Allow	120.02	Fond Du Lac WI Cou	Return Of Ser	55.00
Frisbee, Inc	Bldg/Yard Rep	140.40	Frisbee, Inc	Building Repa	908.39
Future Horizon Renta	Welfare Rent	500.00	Gaylord Bros Inc	Program Activ	517.23
George, Aaron	Welfare Rent	295.00	Golden West	Telephone	227.36
Gonzalez, Maria	Business Trav	15.00	Great Plains Psychol	Psych Evals	1,530.00
Guzman, Sandra V	Attorney Fees	75.00	Guzman, Sandra V	Interpreters	25.00
Hasseler, Kenneth D	Other Profess	875.00	Hava House LLC	Welfare Rent	150.00
Heartland Paper Comp	Janitorial/Ch	94.05	Highway Improvement	Road Maint	241,101.00
Hobby Lobby Stores I	Program Activ	181.19	Hodges, Seth	Extradition	90.00

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Hoekstra, Denise A	Court Reporte	1,376.00	Horizon Agency Inc	Expenditures	2,398.50
HOV Services Inc	Microfilming	221.50	Huezo, Dax I	Welfare Rent	600.00
I State Truck Center	Parts Invento	232.59	I State Truck Center	Truck Repair	97.91
Inland Truck Parts	Truck Repair	132.04	Int'l Assn Of Assess	Memberships	570.00
Interstate Arms Corp	Safety & Resc	2,860.50	Interstate Office Pr	Office Suppli	4,617.81
Iosty, James	Bd Exp Fees	5,526.00	Iosty, James	Crisis Interv	576.00
Iosty, James	Dev Disabili	324.00	ISI LLC	Interpreters	80.00
JCL Solutions-Janito	Janitorial/Ch	14.20	JCL Solutions-Janito	Kitchen/Clean	2,879.09
Johnson, Richard L	Attorney Fees	124.20	Johnson, Vernell B	Right Of Way	1,013.01
Katterhagen, Mark	Bd Exp Fees	6.00	Kennedy, Renee S	Court Reporte	108.80
Kingdom Investments	Welfare Rent	300.00	Konechne, Francis	Uniform Allow	128.33
Lambert Heating & Ac	Building Repa	722.90	Larons II Power Equi	Motor/Machine	141.98
Larons II Power Equi	Small Tools	87.11	Larson, Jeff	Attorney Fees	1,775.60
Larson, Jeff	Child Defense	10,496.27	Leaf Capital Funding	Office Suppli	129.80
Leesch Family Partne	Welfare Rent	500.00	Lewno, Lucy	Bd Exp Fees	102.25
Lowes Credit Service	Data Processi	79.78	Lutheran Social Svcs	Alternatives	31,750.37
Lutheran Social Svcs	Education & T	550.00	Marco Technologies L	Maintenance C	214.40
Mckesson Medical-Sur	Alternatives	23.69	McLeod's Print & Off	Printing/Form	1,359.80
Med-Star Paramedic I	Transportatio	2,000.00	Meinders, Ray	Welfare Rent	300.00
Menards	Exhibit Mater	833.65	Menards	Office Suppli	17.88
Microfilm Imaging Sy	Furniture & O	265.00	Microfilm Imaging Sy	Lease-Rental	365.00
Midamerican Energy C	Natural Gas	2,529.86	Midcontinent Communi	Data Communic	82.67
Minn Cnty Museum Pet	Janitorial/Ch	1.27	Minn Cnty Museum Pet	Program Activ	9.18
Minnehaha Community	Misc Parks	30.00	Minnehaha Community	Tea-Ellis Ran	30.00
Motorola Solutions	2015 HLS Gran	31,270.00	Multi-Cultural Cente	Interpreters	550.00
Myrl & Roys Paving I	Bridge Repair	388.30	Narem, Inc	Parts Invento	29.88
Narem, Inc	Small Tools	21.38	Norberg Paints Inc	Exhibit Mater	48.32
Novak Sanitary Servi	Tea-Ellis Ran	17.85	Novak Sanitary Servi	Trash Removal	2,992.36
Oreilly/First Call A	Parts Invento	20.24	Oscar's Mini-Storage	Program Activ	138.00
Parkview, LLC	Welfare Rent	500.00	Paulson, Michelle	Welfare Rent	475.00
Peters Distributing	Safety & Resc	112.25	Pheasantland Industr	Printing/Form	250.00
Pheasantland Industr	Sign Supply/I	49.50	Phoenix Supply LLC	Child Care Un	302.29
Precision Dynamics C	Inmate Suppli	1,110.00	Prescription Shop, I	Pharmacies	33.77
Presto-X-Company	Other Profess	130.00	Qualified Presort Se	Postage	3,606.93
Quill Corp	Office Suppli	48.64	Red Rock Inn	Motels	350.00
Redwood Toxicology L	Program Suppl	2,160.00	Redwood Toxicology L	Testing Suppl	1,800.00
Reeves, Megan Crt	Court Reporte	744.60	Risty, Maxine J	Court Reporte	462.00
Roberts, Yvonne	Welfare Rent	500.00	Sanford Clinic Fi	Other Miscell	58.00
Sanford Health Plan	Expenditures	2,453.00	SD Dept Of Revenue	Amounts He	2,471,773.20
SD Dept Of Revenue	Commitment	23,819.10	SD Dept Of Revenue	Commitment	1,080.00
SD Dept Of Revenue	Store Sales	134.38	SD State Bar	Memberships	2,655.00
SDN Communications	Data Communic	338.00	SDN Communications	Telephone	702.00
Security Labs Ltd	Maintenance C	425.00	Sentinel Offenders S	Alternatives	1,910.95
Servall Towel & Line	Janitorial/Ch	3.75	Servall Towel & Line	Program Activ	63.19
Settlementone Screen	Recruitment	16.67	Sigler Fire Equipmen	Volunteer Per	108.00
Sioux Falls City Fin	Gas,Oil,Dieese	270.54	Sioux Falls Partners	Welfare Rent	600.00
Sioux Valley Energy	Electricity	268.17	Sioux Valley Energy	Road Maint	125.66
Sioux Valley Energy	Tea-Ellis Ran	117.70	Skorczewski, Jena	Court Reporte	27.20
Social Security Admi	Copy Fees	51.00	Southeastern Behavio	Drug Court	5,000.00
Southeastern Behavio	Other Profess	2,650.00	Spring Hill Ltd Ptnr	Welfare Rent	326.00
Starr Enterprises, I	Attorney Fees	1,499.45	Stoney Creek Townhom	Welfare Rent	600.00
Storhaug, Adrean	Welfare Rent	475.00	Streicher's	Safety & Resc	771.99
Stronghold Counselin	Psych Evals	500.00	Swanda, Karen	Bd Exp Fees	6.00
Szameit, Alexandra	Interpreters	350.00	The Cartwright Bros	Program Activ	200.00
Thelen, Jasmine	Business Trav	15.00	Timberland Village A	Welfare Rent	600.00
Tires, Tires, Tires	Automotive/Sm	45.51	Tires,Tires,Tires In	Gas,Oil,Dieese	64.80
Tomacelli's Pizza	Jury Fees	108.58	Transunion Risk & Al	Investigators	13.75
Tschetter & Adams La	Attorney Fees	1,761.51	Turning Leaf Hsg Ltd	Welfare Rent	500.00
Ultramax	Ammunition	1,990.00	Ultramax	SCAAP Funds	4,014.00
US Postal Service	Lease-Rental	102.00	V&S Inc	Uniform Allow	157.59
Van Loh, Jerry L	Welfare Rent	500.00	Van Meeteren, Mollie	Program Activ	300.00
Variety Foods LLC	Other Profess	347.75	VB Falls Park Apts	Welfare Rent	985.00
Vitito, Dale Db	Uniform Allow	453.98	Walgreen Co	Pharmacies	19.99
Wall Lake Sanitary D	Water Sewer	70.00	Waste Management Of	Trash Removal	264.44
Weerheim, Tom	Attorney Fees	92.00	Whatcom County WA	Return Of Ser	62.40

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Wheelco Brake & Supp	Parts Invento	213.20	Wilka & Welter LLP	Attorney Fees	329.35
Windsor Heights Apar	Welfare Rent	500.00	Xcel Energy, Inc	Welfare Utili	770.37
Xigent Solutions	Consultants	12,400.00	Xigent Solutions	Data Processi	885.30
Yankton County Sheri	Return Of Ser	300.00	YMCA Sf Housing YM	Welfare Rent	500.00
Zee Medical Service	Office Suppli	94.25			

REPORT

The Minnehaha County Monthly Sheriff’s Report for November 2016 and Auditor’s Account with the County Treasurer as of November 30, 2016, were received and placed on file in the Auditor’s Office.

On Deposit in Banks	
1 <sup>st</sup> National Bank	49,426,257.96
US Bank (Cash with Trustee)	7,661,927.13
Total C.D. and Money Market Savings	13,000,000.00
Total Actual Cash	17,220.26
Total of Checks and Drafts which have been in the Treasurer’s possession over 3 days	10,559.74
 Total Cash on Hand	 70,115,965.09
PR withholding pd in November	
 Total Reconciled Cash on Hand Balance	 70,115,965.09
 Total AS/400 Cash Balance	 70,115,965.09

PERSONNEL

MOTION by Bender, seconded by Barth, to approve the following personnel changes. 5 ayes.

1. To accept the resignation of Kamal Yusuf as Custodian for Facilities effective 12/2/16.
2. To accept the resignation of Amber Peters as Correctional Officer for the Jail effective 12/13/16.
3. To begin EMT specialty pay for Corrie Alexander, Deputy Sheriff for the Sheriff’s Office, resulting in a rate of \$22.27/hour effective 12/3/16.
4. To transfer Clark Baker from variable hour Correctional Officer for the Jail to variable hour Civil Process Server for the Sheriff’s Office effective 12/3/16.
5. To hire Heather Sazama as Senior Deputy State’s Attorney (22/6) for the State’s Attorney’s Office at \$2,526.40/bi-weekly effective 12/14/16.
6. To hire Albert Hayes as Deputy Public Defender (21/7) for the Public Defender’s Office at \$2,392.80/bi-weekly effective 12/19/16.

Step Increases

1. Carla Dirkson – Correctional Officer – 24/7 Program – 13/15 – 11/15/16 - \$24.07/hour
2. Brandon Greiner – Correctional Officer – Jail – 13/4 – 10/27/16 - \$18.34/hour
3. Nathan Krueger – Correctional Officer – Jail 13/11 – 10/4/16 - \$21.80/hour

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4. Derek Kuchenreuther – Deputy Sheriff – Sheriff’s Office – 16/16 – 11/3/16 - \$28.61/hour
5. Adam Zishka – Deputy Sheriff – Sheriff’s Office – 16/9 – 11/6/16 - \$24.07/hour
6. Tara Palmiotto – Senior Trial Attorney – State’s Attorney’s Office – 23/13 – 11/2/16 - \$3,314.40/bi-weekly
7. Jennifer Sheffield – Deputy Public Defender – Public Defender’s Office – 21/8 – 12/7/16 - \$2,404.80/bi-weekly

#### Special Personnel Action

MOTION by Beninga, seconded by Barth, to eliminate the Administrative Coordinator position in the Sheriff’s Office (paygrade 18) and to approve the addition of one Lieutenant position (paygrade 22). 5 ayes.

MOTION by Barth, seconded by Bender, to hire Kristin Trana as a variable hour Administrative Coordinator for the Sheriff’s Office at \$27.91/hour effective 12/14/16 until 12/30/16. 5 ayes.

#### NOTICE

Upon the request of Kim Adamson, Finance and Budget Officer, MOTION by Kelly, seconded by Bender, to authorize the Auditor to post Notice of Hearing on December 27, 2016, at 9:15 a.m. to consider 2016 and 2017 Budget Supplements to various county departments’ budgets in the General Fund, Special Revenue Fund, Building Fund, and the Debt Service Fund. 5 ayes.

Kevin Hoekman, Planner, gave the first reading and requested authorization for the Auditor to publish a Notice of Hearing on January 10, 2017, for the 2017 Floodplain Management Ordinance for Minnehaha County. Diane Rypkema, Director of Equalization, stated valuations are based on sales of similar properties and are not based on floodplain maps. MOTION by Bender, seconded by Barth, to authorize the Auditor to publish Notice of Hearing on January 10, 2017, at or after 9:00 a.m. to consider the 2017 Floodplain Management Ordinance for Minnehaha County. 5 ayes.

#### REQUEST FOR PERSONNEL

Deferred from December 6, 2016

Aaron McGowan, State’s Attorney, requested the approval to hire four new Victim Witness Assistants and one new Legal Office Assistant in order to stay compliant with Constitutional Amendment S (Marsy’s Law). The number of cases in which the County will have an obligation to consult and notify victims will rise significantly. The cost for the requested positions in 2017 would be approximately \$287,000 including benefits. Kim Adamson, Finance and Budget Officer, stated the 2017 budget assumes a cash applied position of \$4.3 million and the additional staffing requests would add to that cash applied position, as there is no new funding source associated with Marsy’s Law. Commissioner Barth stated Marsy’s Law was passed by voters and believes they must want the County to spend the money needed to comply with the law’s requirements. Joy Tuscherer, Sioux Falls, SD, spoke in support of hiring these positions for the State’s Attorney’s Office and cited a specific example with a victim witness assistant to show need for the positions. Mr. McGowan stated the victim witness assistants are master’s level professionals who have caseloads of 300 cases. Commissioner Beninga stated he would support hiring two positions as opposed to all five positions being requested and then revisit the need for staff at a future time to see what the Legislature will do with Marsy’s Law. Mr. McGowan stated he would be in support of a compromise and would come back to the Commission in the future if more staff is needed. Commissioners Kelly, Bender, and Beninga stated they would support hiring two victim witness assistants and 1 legal office assistant. MOTION by Beninga, seconded by Barth, to authorize hiring two (2) victim witness assistants and one (1) legal

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office assistant for the State's Attorney's Office for 2017. 5 ayes.

#### APPOINTMENT

Scott Anderson, Planning Director, reported applications were received for appointment to the Minnehaha County Planning Commission from Michael J. Ralston and Bonnie Duffy. Michael J. Ralston, 400 Kelsey Circle, Crooks, SD, introduced himself to the Commission and expressed interest in serving on the Planning Commission. Bonnie Duffy, 2300 S River Bluff Rd, Sioux Falls, SD, introduced herself, spoke on her years of service on the Planning Commission, and expressed interested in being reappointed for another term. MOTION by Bender, seconded by Barth, to appoint Michael J. Ralston and reappoint Bonnie Duffy to four year terms on the Minnehaha Planning Commission beginning January 1, 2017 thru December 31, 2020. 5 ayes.

#### AGREEMENTS

Scott Anderson, Planning Director, gave a briefing on an agreement with Pictometry International Corp. and the City of Sioux Falls for the Pictometry Acquisition Project in the amount of \$51,643. The agreement would start on January 1, 2017, and last for three years. The cost to Minnehaha County would be \$30,818 annually over three years. The City's share of the cost is \$20,825 annually to be invoiced by the County and paid by the City in August 2017, 2018, and 2019. A memorandum of understanding with the City will be brought forward at a later date once the agreement has been approved. MOTION by Bender, seconded by Barth, to authorize the Chair to sign the Pictometry Acquisition Project agreement with Pictometry International Corp. at an annual cost to Minnehaha County of \$30,818 beginning January 1, 2017 through December 31, 2019. 5 ayes.

Diane Rypkema, Director of Equalization, gave a briefing on an agreement with Pictometry International Corp. for Change Finder. Change Finder allows the County to find changes to the landscape, such as new buildings, via the comparison of a three year old aerial image to a current aerial image. The contract is in the amount of \$45,770.38 and is part of the 2017 budget. MOTION by Beninga, seconded by Barth, to authorize the Chair to sign the Change Finder agreement with Pictometry International Corp. in the amount of \$45,770.38. 5 ayes.

DJ Buthe, Highway Superintendent, gave a briefing on an agreement with Infrastructure Design Group, Inc. (IDG) for the survey and preliminary design of two roadways located in the southeast portion of Minnehaha County. The first corridor is 7 miles long located east of Sioux Falls on Highway 146 (266<sup>th</sup> Street) between South Dakota Highway 11 and the state border. The second corridor is 3.5 miles long located on County Highway 103 (487<sup>th</sup> Avenue) between Highway 146 and the southern boundary of Valley Springs. The agreement is an hourly contract not to exceed \$178,179. MOTION by Bender, seconded by Kelly, to authorize the Chair to sign the Professional Services agreement with Infrastructure Design Group, Inc. at a cost not to exceed \$178,179. 5 ayes.

#### RESOLUTION

DJ Buthe, Highway Superintendent, requested authorization for the Chair to sign the Bridge Improvement Grant Program Resolution Authorizing Submission of Applications. The South Dakota Department of Transportation is requiring a resolution be submitted to apply for the Bridge Improvement Grant. The County would be responsible for a twenty percent (20%) match. The grand funds would allow the Highway Department to complete two bridge projects: 1) bridge 50-293-200 at an estimated cost of \$53,228.06 with the County's portion being \$10,645.61 and 2) bridge 50-032-060 at an estimated cost of \$35,812.47 with the County's portion being \$7,162.50. MOTION by Bender, seconded by Kelly, to approve Resolution MC16-70. 5 ayes.

RESOLUTION MC16-70  
BRIDGE IMPROVEMENT GRANT PROGRAM  
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS

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WHEREAS, MINNEHAHA COUNTY wishes to submit an application/applications for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER(S) AND LOCATION(S):

#1) 50-293-200 located on 264th Street, 2 miles south and 2.7 miles west of Valley Springs

#2) 50-032-060 located on 250th Street, 2 miles south and 0.2 miles east of Buffalo Trading Post

and WHEREAS, MINNEHAHA COUNTY certifies that the project(s) are listed in the county’s Five-Year County Highway and Bridge Improvement Plan\*;

and WHEREAS, MINNEHAHA COUNTY agrees to pay the 20% match on the Bridge Improvement Grant funds;

and WHEREAS, MINNEHAHA COUNTY hereby authorizes the Bridge Improvement Grant application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application(s).

Vote of Commissioners/Council: Yes   5   No           

Dated at Minnehaha County, SD, this 13<sup>th</sup> day of December, 2016.

ATTEST:

Olivia Larson  
Deputy Auditor

Cindy Heiberger  
Chair

TRAFFIC COUNT UPDATE

DJ Buthe, Highway Superintendent, gave a briefing on the County Highway System traffic count report. The Highway Department analyzes traffic counts on half of the County Highway System each year utilizing counter tubes and/or a battery operated radar device. The seven most notable areas are 1) Park Street: Six Mile Road to Big Sioux River (1.6 miles), 2) Marion Road: 259<sup>th</sup> Street to County Highway 130 (1.0 miles), 3) Highway 17 Extensions: State Highway 42 to State Highway 38 (4.2 miles), 4) 462<sup>nd</sup> Avenue: County Highway 146 to State Highway 42 (1.0 miles), 5) County Highway 109: County Highway 114 to County Highway 104 (4.5 miles), 6) County Highway 103: County Highway 114 to State Highway 11 (6.0 miles), and 7) County Highway 104: State Highway 19 to 454<sup>th</sup> Avenue (3.0 miles). Commissioners Barth and Bender thanked the Highway Department for bringing this report forward.

GRANT

Sheriff Mike Milstead, reported Minnehaha County has been awarded an additional \$100,000 for the 2016 Homeland Security Grant. The grant will be used for a records management CAD system. This is a joint project among Minnehaha County, The City of Sioux Falls, and Metro Communications. The newly awarded amount will be split in half and used to reduce the County and City portions by \$50,000. The remaining amount will be billed based on the agreement with the City of Sioux Falls. Mr. Milstead reported the grant will be signed electronically and requests authorization to enter into the agreement. MOTION by Bender, seconded by Barth, to authorize the Minnehaha County Emergency Management Director to enter into the agreement with the South Dakota Office of Homeland Security and to authorize electronic signatures on the 2016 Homeland Security Grant Award Agreement. 5 ayes.

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## LEASE

Robert Wilson, Assistant Commission Administrative Officer, gave a briefing on a one year lease agreement between Minnehaha County and Metro Communications Agency. Under the terms of the agreement Metro Communications will lease 4,296 square feet of space in the Public Safety Building at \$11.40 per square foot. This is the same rate as the previous agreement. Ona Reker, Metro Communications Business Manager, stated her appreciation for the ability to continue utilizing the Public Safety Building. Commissioner Bender stated the rental rate has not changed for six years and may need to be reevaluated during next year's budget proceedings to ensure it stays at market rate. MOTION by Kelly, seconded by Barth, to authorize the Chair to sign the Lease Agreement between Minnehaha County and Metro Communications Agency for space in the Public Safety Building at \$11.40 per square foot effective January 1, 2017 thru December 31, 2017. 5 ayes.

## LIAISON REPORTS

Commissioner Heiberger reported the Southeast District Meeting for the South Dakota Association of County Commissioners was held on December 7<sup>th</sup>, 2016, at the Blue Haven Barn. Ron Globke of Turner County was chosen as a new representative. The spring convention will take place March 15 and 16, 2017, in Pierre and the fall convention will be September 18 and 19, 2017, in Rapid City.

Commissioner Beninga reported on the December 8, 2016, South Eastern Council of Governments Board Meeting where the director's annual evaluation was discussed, a strategic planning session was held, and the growth of Harrisburg was discussed.

## OLD BUSINESS

Commissioner Heiberger stated the list of bad checks included with the Auditor's Account with the County Treasurer dates back to 2001 and inquired if there is something that can be done to get the older checks off the books. Kim Adamson, Finance and Budget Officer, stated the avenues to recover the funds of the older checks have been exhausted and could be written off. Commissioner Heiberger requested Ms. Adamson determine how to proceed and bring options to the Commission at a later date.

MOTION by Barth, seconded by Bender, to adjourn into executive session for contracts and personnel. 5 ayes.

The Commission adjourned until 9:00 a.m. on Tuesday December 20, 2016.

## APPROVED BY THE COMMISSION:

Cindy Heiberger

Chair

ATTEST:

Olivia Larson

Deputy Auditor