

April 28, 2015

The Board of County Commissioners met in regular session Tuesday, April 28, 2015 at 9:00 a.m. Members present: Travis Mockler, Phyllis Packard, Leo Powell, Micheal Manning and Raymond Passick.

Powell moved, seconded by Manning and carried to approve the agenda as presented.

Minutes of the April 14, 2015 meeting were approved with a motion by Manning, seconded by Powell and carried.

Jill Munger, Community Health/WIC Nurse, met with the Board to present the Quarterly Report.

Rod Polley, Highway Superintendent, met with the Board to discuss Highway matters. Polley gave a brief report on the sale of surplus county property on Girard's Auction.

An Application for Occupancy on the Right-Of-Way on Clay County Highways was presented on behalf of Vast Broadband for a cable to be located on 308 St. in Section 32, Township 94N, Range 52W. Powell moved, seconded by Packard and carried to authorize the Chairman to sign the application as presented.

Polley presented the Joint Powers Agreement with the SD Dept. of Transportation for Weed Spraying Services by Clay County. Passick moved, seconded by Packard and carried to authorize the Chairman to sign the agreement as presented.

At 9:30 a.m., the bid opening was held for the reconstruction of Saginaw Ave. (Loop Rd.). A representative from Clark Engineering was present to assist the Board. Bids were opened and read aloud. Bids were as follows:

- Double H Paving, Inc., Tea, SD – Base bid \$633,118.60 plus alternate bid \$190,237.53 for a total of \$823,356.13. A 10% bid bond was included as required.
- Dakota Road Builders, Inc., Sioux Falls, SD – Base bid \$724,477.37 plus alternate bid \$204,717.68 for a total of \$929,195.04. A 10% bid bond was included as required.
- Duininck, Inc., Prinsburg, MN – Base bid \$717,058.64 plus alternate bid \$191,348.17 for a total of \$908,406.81. A 10% bid bond was included as required.
- Knife River Midwest, LLC., Sioux City, IA – Base bid \$763,732.87 plus alternate bid \$226,055.81 for a total of \$989,788.68. A 10% bid bond was included as required.
- Asphalt Surfacing Co., Sioux Falls, SD – Base bid \$750,059.65 plus alternate bid \$231,335.97 for a total of \$981,395.62. A 10% bid bond was included as required.

The Board allowed time for Polley and Clark Engineering to tabulate bids and verify accuracy of the totals.

Cynthia Aden, Welfare Director, met with the Board to present Welfare Case #C15-14. Powell moved, seconded by Manning and carried to approve the application as the individual qualified under welfare guidelines.

Jay Jorgensen met with the Board to request a 4-way stop at the intersection of 452 Ave. and 311 St. on the county line near Gayville. Passick moved, seconded by Manning and carried to have Rod Polley, Highway Superintendent, to work with Yankton County regarding the intersection and return at a future meeting with feedback regarding the stop signs.

The Board considered an update to the county’s investment policy per recommendations by State Auditor Roger Schnabel. Powell moved, seconded by Packard and carried to adopt the policy and authorize the Chairman to sign it. The policy is on file and available for public viewing in the Auditor’s Office.

The Vermillion Public Library Reports, the Register of Deeds Monthly Report, and the following General Fund Surplus Analysis Report were accepted and placed on file.

CLAY COUNTY
GENERAL FUND SURPLUS ANALYSIS
DATE March 31, 2015

The amount of General Fund dollars that counties can retain as surplus is restricted by SDCL 7-21-18.1 which states: "The total unreserved, undesignated fund balance of the general fund may not exceed forty percent of the total amount of all general fund appropriations contained in the budget for the next fiscal year. The total unreserved, undesignated fund balance of the general fund of the county as of March thirty-first and September thirtieth shall be published in the minutes of the proceedings of the board of county commissioners and reported to the Department of Legislative Audit. The report shall be on forms prescribed by the Department of Legislative Audit."

The following analysis should be completed as of March thirty-first and September thirtieth of each year. Thereafter, the unreserved, undesignated fund balance amount should be published in the minutes of the governing board. This analysis should also be filed with the Department of Legislative Audit.

ASSETS:

10100 Cash	1,957,429.12
10200 Cash Change	600.00
10300 Petty Cash	100.00
10400 Interest Bearing Accounts	_____
10500 Savings Certificates	_____
10600 Cash with Fiscal Agent	_____

10700	Restricted Cash in Banks	74,800.00
10800	Taxes Receivable--Current	4,063,670.15
10900	Estimated Uncollectible Taxes Receivable--Current	
11000	Taxes Receivable--Delinquent	91,670.96
11100	Estimated Uncollectible Taxes Receivable--Delinquent	
11400	Judgment Receivable	
11700	Accounts Receivable	
11800	Estimated Uncollectible Accounts Receivable	
12800	Notes Receivable	
13100	Due from Other fund	
13200	Due from Other Government	
13300	Advance to Other Fund	
13500	Interest Receivable	
14100	Inventory of Supplies	
15100	Investments	
TOTAL ASSETS		<u>6,188,270.23</u>

GENERAL FUND SURPLUS ANALYSIS

LIABILITIES AND EQUITY:

20100	Claims Payable	68,926.88
20200	Accounts Payable	
20800	Due to Other Funds	
20900	Due to Other Governments	
21600	Accrued Wages Payable	122,456.60
21700	Payroll Withholding Payable	16,181.32
22300	Revenues Collected in Advance	
25000	Unavailable Revenue	4,155,341.11

FUND BALANCES:

27300	Nonspendable	
27400	Restricted	
27500	Committed (list)	
27600	Assigned (list)	
27601	Subsequent Year's Budget (one of the following three)	

	March - 3/4 of the current year	<u>664,367.25</u>
	September - 1/4 of current year + subsequent year	<u> </u>
	December - subsequent year	<u> </u>
27602	Capital Outlay Accumulations	<u> </u>
	Assigned for 911 Equipment	19,800.00
	Assigned for Ambulance	55,000.00
27700	Unassigned	<u>1,086,197.07</u>
TOTAL LIABILITIES AND EQUITY		<u><u>6,188,270.23</u></u>

Following Year's General Fund Budget
 (use current year for March analysis) 5,688,332.00

The unassigned fund balance, account 27700,
 divided by the following year's General Fund budget
 resulting in the fund balance percentage 19.10%

Highway Superintendent Rod Polley returned to the meeting to present the results of the Saginaw Ave. bid tabulations. Powell moved, seconded by Manning and carried to award the base bid of \$633,118.60 plus the alternate bid of \$190,237.53, for a total bid of \$823,356.13 to Double H Paving, Inc., Tea, SD.

Packard moved, seconded by Manning and carried to approve the following claims for payment. April 2015 Payroll: Commissioners \$7,720.24, Auditor's Office \$8,599.42, Treasurer's Office \$13,972.47, States Attorney's Office \$13,948.42, Courthouse \$2,497.92, DOE's Office \$9,532.08, ROD's Office \$6,394.66, Veteran's Office \$1,630.83, Sheriff's Office \$30,810.96, County Jail \$20,362.32, 24/7 Sobriety Project \$1,315.20, LEPC \$377.67, Emerg. Mgmt. Office \$3,399.00, Highway Department \$37,840.31, Community Health Nurse \$2,204.08, Extension Office \$2,791.75, Weed Department \$1,130.05, and Zoning Office \$2,145.83. April Bills: (Payroll Withholdings) Aflac \$1,267.55; Clay CO Treasurer \$39,409.00; Colonial Life \$409.47; Consec/Washington \$100.70; Dearborn National \$219.03; New York Life Insurance \$244.02; Optilegra Inc. \$17.92; SD Retirement System \$18,73.50; SD Supplement Retirement \$1,135.00; SDRS Roth 457(B) Plan \$350.00; United Way of Vermillion \$202.00; Vermillion Federal \$1,466.00 and Wellmark Blue Cross \$30,921.69; (Due to other Government) State of SD Game Fish \$775.00; Thomson Reuters – West \$86.46 and Reliance Telephone \$400.00; (Professional Services and Fees) Clark Engineering Corp \$13,830.03; Corrisoft LLC \$430.65; Emmet County \$19.50; FedEx \$226.11; Gapp, Debra \$2,250.00; Lewno, Lucille M \$73.50; Lincoln County Treasurer \$9.00; Netsys Plus, Inc. \$50.00; Vermillion/Clay Ems \$139.12 and Yankton Treasurer \$455.00; (Repairs and Maintenance) De Castro Law Office \$205.00; Kogel, Linda L \$4,460.16; McCulloch, James E \$1,928.07; Peterson Stuart Rumpca \$5,640.14; Bear Inc. DBA Todd's \$759.32; Bureau of Administration \$24.00; Century Business Products \$25.00; Johnson Controls, Inc. \$1,278.72; Polley, Rodney; Presto-X Company LLC. \$66.84; Sioux Falls 2-Way \$177.99 and Titan Machinery \$123.05; (Clay Creek Ditch Expense) Netsys Plus Inc. \$85.00; (Supplies and Materials) Butler Machinery Co. \$611.02; Campbell Supply Co. \$185.93; Continental Research \$616.55;

Hollenbeck, Lauren \$28.99; Hy-Vee, Inc. \$30.93; Marco \$287.22; Print Source \$191.00; SD Continuing Legal \$10.60; Sturdevant's Auto Parts \$109.37; Titan Machinery \$18.77; Verizon Wireless \$12.10; Vermillion Ace Hardware \$110.83; VFW Post #3061 \$43.00; Walmart Community/Gecr \$93.87; Western Office Tech. \$52.31 and Yankton Janitorial Supplies \$689.00; (Travel and Conference) Husby, Tiffany \$144.14; SD Assn of Co Officials \$525.00; SDAAO \$375.00 and Speakman, Colleen \$34.42; (Utilities) City of Vermillion \$1,843.23; Verizon Wireless \$354.06 and Vermillion Garbage SVC \$156.00; (Payment) Brunick Service, Inc. \$206.95; Clay Co Agr. Fair Assoc. \$4,250.00; Clay Co Conservation \$8,750.00; Dakota Senior Meals \$1,473.00; Dept. of Revenue \$1,545.00; Hy-Vee, Inc. \$528.30; Lewis & Clark Behavior \$4,694.50; National Music Museum \$850.00; Sanford Health Clinic \$2,280.00; SDACC Office \$1,819.00; The Roadhouse \$3,651.00; Vermillion Food Panty \$1,875.00; Vermillion Public Library \$1,000.00; Vermillion Senior Center \$3,750.00; Wakonda Public Library \$625.00; Wakonda Senior Center \$625.00; Walmart Community/Gecr \$188.73; WH Over Museum \$1,875.00; Albertsen, Jody \$50.00; Brown, Laurie \$50.00; Callahan, Robin \$50.00; Hubert, Joseph \$50.00; Iacino, Noah \$50.00; Jensen, Lynn \$50.00; Jensen, Stephanie \$50.00; Leffers, Cindy \$50.00; McClenning, Michael \$50.00 and Nemeck, Kelsey \$50.00; (Buildings and Structures) Johnson Controls, Inc. \$5,500.00; (Furniture and Minor Equipment) Century Business Products \$650.00; (Machinery and Automotive Equipment) Light and Siren \$674.94.

At 10:02 a.m. Passick moved, seconded by Packard and carried to commence an Executive Session regarding economic development matters.

At 10:24 a.m. Powell moved, seconded by Packard and carried to cease Executive Session. No further action was taken.

At 10:50 a.m. Manning moved, seconded by Passick and carried to adjourn and reconvene Tuesday, May 5, 2015 at 9:00 a.m.

ATTEST:

Travis Mockler, Chairman
Board of County Commissioners

Nicole Whipple, Deputy County Auditor
