

**SHANNON COUNTY MINUTES OF DECEMBER 5, 2013**

The Shannon Board of County Commissioners met in regular session on December 5, 2013. Present: Lyla Hutchison, Eugenio White Hawk, Wendell Yellow Bull and Sue Ganje, Auditor. Absent: Anna Diaz and Bryan Kehn.

The Pledge of Allegiance was given and the meeting called to order at 1:14 PM. The agenda was reviewed for conflicts; none were indicated. Motion by Hutchison, seconded by White Hawk, to approve the agenda as written. With no further discussion and all voting yes, the motion carried.

Motion by White Hawk, seconded by Hutchison, to approve the minutes of the November 1, 2013 meeting. With no further discussion and all voting yes, the motion carried.

Motion by Hutchison, seconded by White Hawk, to approve the Auditor's Account with the Treasurer for October and November, 2013. With no further discussion and all voting yes, the motion carried.

**TO THE HONORABLE BOARD OF SHANNON COUNTY COMMISSIONERS**

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of this County on this 31<sup>st</sup> day of October, 2013.

TOTAL AMT OF DEPOSIT IN WELLS FARGO BANK -	\$ <u>1,313.79</u>
TOTAL AMT OF DEPOSIT IN FIRST INTERSTATE BANK, HS -	\$ <u>32,437.12</u>
TOTAL AMOUNT OF ACTUAL CASH -	\$ <u>278.82</u>
TOTAL AMT OF CHECKS IN TREASURER'S POSSESSION NOT EXCEEDING THREE DAYS -	\$ <u>8,335.17</u>
MONEY MARKET SAVINGS: WELLS FARGO BANK -	\$ <u>1,141.83</u>
FIRST INTERSTATE BANK, Hot Springs -	\$ <u>290,916.90</u>
CERTIFICATES OF DEPOSIT-FIRST INTERSTATE BANK, Hot Springs -	\$ <u>250,000.00</u>

Itemized list of all items, checks and drafts, which have been in the Treasurer's possession over three days:

Sheriff Change fund:	\$200.00
Election Petty Cash:	\$15.00
Treasurer Shortage:	\$65.00

RETURNED CHECKS:

BLACK FEATHER, DAVID -	\$75.00, LIC	MESTETH, PERRY -	\$63.00, LIC
BLETHEN, RENE -	\$48.25, LIC	MORRISON, NADINE -	\$15.00, LIC
BURGESS, JEANNE -	\$45.00, LIC	OLD HORSE, JOHN -	\$15.00, LIC
CEDAR FACE, GAIL -	\$32.38, LIC	PARTON, JOY -	\$32.00, LIC
GARNETT, AQUALYNE -	\$64.00, LIC	POURIER, JOEL -	\$349.00, LIC
GOINGS, TANYA L. -	\$71.00, LIC	RED CLOUD, JOHN -	\$45.90, LIC
JANIS, JENNIFER -	\$90.50, LIC	ROSS, WILLIAM -	\$53.00, LIC
LITTLE HAWK, JOLENE -	\$32.40, LIC	STANDING BEAR, CHARLES -	\$92.00, LIC
LONE HILL, TRINA -	\$20.70, LIC	STANDS, SHARON -	\$47.80, LIC
MCDONALD, JOHN-	\$983.97, LIC		

**TOTAL - \$586,879.53**

DATED THIS 31<sup>ST</sup> DAY OF OCTOBER, 2013

/S/Sue Ganje, Auditor

SUE GANJE, COUNTY AUDITOR OF SHANNON COUNTY

THE ABOVE BALANCE REFLECTS COUNTY MONIES, MONIES HELD IN TRUST, AND MONIES COLLECTED FOR AND TO BE REMITTED TO OTHER ENTITIES: SCHOOLS, TOWNS AND STATE.

**TO THE HONORABLE BOARD OF SHANNON COUNTY COMMISSIONERS**

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of this County on this 30<sup>th</sup> day of November, 2013.

TOTAL AMT OF DEPOSIT IN WELLS FARGO BANK -	\$ <u>1,313.80</u>
TOTAL AMT OF DEPOSIT IN FIRST INTERSTATE BANK, HS -	\$ <u>15,597.70</u>
TOTAL AMOUNT OF ACTUAL CASH -	\$ <u>3,341.15</u>
TOTAL AMT OF CHECKS IN TREASURER'S POSSESSION NOT EXCEEDING THREE DAYS -	\$ <u>1,156.80</u>
MONEY MARKET SAVINGS: WELLS FARGO BANK -	\$ <u>1,141.83</u>
FIRST INTERSTATE BANK, Hot Springs -	\$ <u>313,245.50</u>
CERTIFICATES OF DEPOSIT-FIRST INTERSTATE BANK, Hot Springs -	\$ <u>250,000.00</u>

Itemized list of all items, checks and drafts, which have been in the Treasurer's possession over three days:

Sheriff Change fund:	\$200.00
Election Petty Cash:	\$15.00
Treasurer Shortage:	(\$00.03)

RETURNED CHECKS:

BLACK FEATHER, DAVID -	\$75.00, LIC	MESTETH, PERRY -	\$63.00, LIC
BLETHEN, RENE -	\$48.25, LIC	MORRISON, NADINE -	\$15.00, LIC
BURGESS, JEANNE -	\$45.00, LIC	OLD HORSE, JOHN -	\$15.00, LIC
CEDAR FACE, GAIL -	\$32.38, LIC	PARTON, JOY -	\$32.00, LIC
GARNETT, AQUALYNE -	\$64.00, LIC	POURIER, JOEL -	\$349.00, LIC
GOINGS, TANYA L. -	\$71.00, LIC	RED CLOUD, JOHN -	\$45.90, LIC
JANIS, JENNIFER -	\$90.50, LIC	ROSS, WILLIAM -	\$53.00, LIC
LITTLE HAWK, JOLENE -	\$32.40, LIC	STANDING BEAR, CHARLES -	\$92.00, LIC
LONE HILL, TRINA -	\$20.70, LIC	STANDS, SHARON -	\$47.80, LIC
MCDONALD, JOHN-	\$983.97, LIC		

**TOTAL - \$588,187.68**

DATED THIS 30<sup>th</sup> DAY OF NOVEMBER, 2013

/S/Sue Ganje, Auditor

SUE GANJE, COUNTY AUDITOR OF SHANNON COUNTY

THE ABOVE BALANCE REFLECTS COUNTY MONIES, MONIES HELD IN TRUST, AND MONIES COLLECTED FOR AND TO BE REMITTED TO OTHER ENTITIES: SCHOOLS, TOWNS AND STATE.

Veterans Services Officer Archie Hopkins provided his monthly report and stated he is looking for a replacement for his position. Motion by White Hawk, seconded by Hutchison, to accept the verbal report of VSO Hopkins. With no further discussion and all voting yes, the motion carried.

Motion by Hutchison, seconded by White Hawk, to accept the General Fund Surplus Analysis dated September 30, 2013 as follows and place it on file. With no further discussion and all voting yes, the motion carried.

**SHANNON COUNTY GENERAL FUND SURPLUS ANALYSIS**

**DATE: SEPTEMBER 30, 2013**

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	<u>\$10,649.99</u>
10800	Taxes Receivable--Current	<u>\$321,412.83</u>
11000	Taxes Receivable--Delinquent	<u>\$16,837.98</u>
<b>TOTAL ASSETS</b>		<u><u>\$348,900.80</u></u>

**LIABILITIES AND EQUITY:**

22400	Deferred Revenue	<u>\$338,250.81</u>
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**FUND BALANCES:**

27600	Assigned (one of the following)	
	September - 1/4 of current year + subsequent year	<u>\$75,016.75</u>
27700	Unassigned	<u>(\$64,366.76)</u>
<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>\$348,900.80</u></u>

Following Year's General Fund Budget (use current year for March analysis)	<u>\$440,029.00</u>
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The unassigned fund balance, account 27700, divided by the following year's General Fund budget resulting in the fund balance percentage	<u>-14.63%</u>
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Motion by Hutchison, seconded by White Hawk, to approve travel for Coroner Audrey Martinez to attend training in Sioux Falls on December 16-18, 2013. With no further discussion and all voting yes, the motion carried.

Motion by White Hawk, seconded by Hutchison, to set Monday, December 30, 2013 at 12:00 pm as the date and time for the year-end meeting. With no further discussion and all voting yes, the motion carried.

Chuck Conroy and Jeff Whalen of the Oglala Lakota Veterans Association met with the Board to discuss changes to the VSO appointment when Hopkins retires. The organization is suggesting that they could provide office space and a computer for the VSO office and would waive the payment of rent if the Board is willing to apply those funds to the salary of the new VSO. Motion by White Hawk, seconded by Hutchison, to accept the offer of the Oglala Lakota

Veterans Association to waive rent of \$100.00 per month, adding that amount to the salary of the county VSO, and to authorize moving the office to the new location by the new fire station on Highway 18 East, as soon as available. With no further discussion and all voting yes, the motion carried.

Diaz joined the meeting at 1:38 PM.

Highway Superintendent Lynx Bettelyoun updated the Board on department activities and presented fuel quotes as follows:

	<u>400 gal. Unleaded</u>	<u>#1 Red Diesel</u>
Westco	\$2.85	\$3.685

PR Oil – No response

Nelson's Oil – No response

Motion by Hutchison, seconded by Diaz, to approve bids from Westco for \$2.85 for 400 gallons of unleaded and \$3.685 for #1 red dyed diesel as the only bids. With no further discussion and all voting yes, the motion carried.

State's Attorney Jim Sword and Deputy State's Attorney Pat Ginsbach met with the Board to discuss the authority of the county to issue liquor licenses in the county and outside the Town of Batesland. Ginsbach encouraged the Board to set a high fee for the licenses and to authorize an ordinance creating liquor licenses for full-service restaurants. Discussion was held on a moratorium resolution that would suspend issuance of liquor licenses until matters related to the legalization of alcohol on Tribal lands are resolved, which will involve agreements between the county, State, Tribal and Federal authorities. The matter will be continued at the next meeting.

Sheriff Jim Daggett provided the Board with his monthly report and Frank Maynard, Emergency Management, updated the Board on FEMA discussions, noting that a meeting is set for December 9, 2013. Maynard asked the Board to appoint a representative to the PDM Committee. Motion by Diaz, seconded by White Hawk, to appoint Yellow Bull as the delegate and Hutchison as the alternate to the PDM Planning Committee. With no further discussion and all voting yes, the motion carried.

A hearing on supplements was held at 2:25 PM as scheduled. Motion by White Hawk, seconded by Hutchison, to table approval of supplements until the year-end meeting. With no further discussion and all voting yes, the motion carried and approval was tabled.

A hearing was held on the distribution of 2013 Fire Insurance money. Motion by Hutchison, seconded by Diaz, to continue distributing \$21,710.49 in fire insurance monies to certified fire departments in the county. With no further discussion and all voting yes, the motion carried.

Motion by Hutchison, seconded by White Hawk, to approve the bills as follows. With no further discussion and all voting yes, the motion carried.

**General Fund**

Commissioners	November Salaries	\$461.76
Auditor's Office	November Salaries	\$2,241.07
Treasurer's Office	November Salaries	\$2,186.92
State's Attorney Office	November Salaries	\$1,136.95
Director Of Equalization	November Salaries	\$1,136.64
Register Of Deeds	November Salaries	\$1,559.73
Veterans Services	November Salaries	\$798.81
Sheriff's Office	November Salaries	\$2,348.98
AT&T Mobility	Cell Phone	\$149.12
Audra Malcomb Consulting	MI	\$405.82
Bingham, James L	CAAF	\$714.00
Cody, Denise	MI	\$15.00
Culligan	Water	\$10.00
Diaz, Anna	Travel	\$39.96
Cardmember Service	Misc	\$1,339.79
First Interstate Bank	Equip	\$570.24
First Interstate Bank	Vehicle	\$11,660.00
Hopkins, Archie	Travel	\$105.08
IRS	Taxes	\$284.97
Lewis & Clark Bhs	MI	\$160.00
Linehan, Gene	Dep Sheriff	\$70.00
Lewno, Lucy	MI	\$186.46
Martinez, Audrey L	Travel	\$234.58
NACO	Dues	\$450.00
Pennington County Auditor	MI	\$42.00
Pennington Co States Atty	MI	\$215.00
Pennington County Sheriff	MI	\$218.40
Quill Corporation	Supply	\$200.47
Scotts Bluff Co Court	Copy	\$2.75
Secretary Of State	Mailing	\$159.00
Shannon County Sheriff	Petty Cash	\$76.33
Shepherd Reporting LLC	MI	\$30.00
Swanda, Karen	MI	\$15.00
US Postal Service	Postage	\$173.74
Verizon Wireless	Telephone	\$30.79
White Hawk, Eugenio	Travel	\$69.56
Yankton County Sheriff	MI	\$50.00
Yankton County Treasurer	MI	\$212.50
Yellow Bull, Wendell	Travel	\$47.36
Hutchison, Lyla	Travel	\$59.20
	<b>General Fund Total</b>	<b>\$29,867.98</b>

**Road & Bridge**

Road & Bridge	November Salaries	\$7,496.79
and additional overtime of		\$588.53
A & B Welding	Repair	\$41.54
AT&T Mobility	Cell Phone	\$87.58
Bush, Karen	Travel	\$174.72
Butler Machinery Co.	Repair	\$266.43
CNH Capital	Repair	\$106.15
Culligan	Water	\$2.00
Cardmember Service	Misc	\$113.61
MCI Comm Service	Telephone	\$47.02
	<b>Road &amp; Bridge Total</b>	<b>\$8,924.37</b>
	<b>Grand Total</b>	<b>\$38,792.35</b>

Motion by White Hawk, seconded by Diaz, to adjourn. With no further discussion and all voting yes, the motion carried and the Board adjourned at 3:07 PM.

ATTEST:

/s/ Sue Ganje

Sue Ganje, Shannon County Auditor

/s/ Wendell Yellow Bull

Wendell Yellow Bull, Chairman

Board of Shannon County Commissioners